

**KING COUNTY, WASHINGTON  
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

**RECORD OF CHANGES**

<b>Change No.</b>	<b>Change Description</b>	<b>Date Entered</b>	<b>Posted By</b>
1	Revised plan to reflect the National Response Framework and National Incident Management System (NIMS)	December 2008	King County Office of Emergency Management
2	Reviewed to adjust for changes in responsibility of duties in King County Government, and include additional annexes.	September 2010	King County Office of Emergency Management
3	Updated KC Animal Control to Regional Animal Services of King County	December 2010	King County Office of Emergency Management
4	Updated Basic Plan section to include KC OEM Role as Regional Lead for large scale wide area incidents	January 2011	King County Office of Emergency Management

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## **KING COUNTY, WASHINGTON COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**

### **INTRODUCTION & EXECUTIVE SUMMARY**

The King County Emergency Management Plan (CEMP) is for the use of elected and appointed County officials, and King County government department directors, managers and staff in mitigating, preparing for, responding to, and recovering from natural and technological disasters.

The King County Emergency Management Plan is a product of the coordinated planning efforts between the King County Office of Emergency Management, County Departments, emergency management representatives from selected political jurisdictions, and selected private and volunteer sector interests. It meets the requirements of RCW 38.52 and the Washington State Emergency Management Division's Comprehensive Emergency Management Planning Guide, and the Federal Emergency Management Agency's (FEMA) guidance for the National Response Framework and the National Incident Management System (NIMS) compliance.

The King County Comprehensive Emergency Management Plan is organized in four parts:

A. *The Basic Plan* outlines the disaster missions and responsibilities of County government, branches and departments. It also incorporates the Direction and Control appendix from the previous King County CEMP in an effort to consolidate and streamline the critical information needed for an incident.

B. *The Appendices* to the Basic Plan include a variety of topics such as terms and definitions, acronyms and abbreviations, legal authorities, and training requirements.

C. *Emergency Support Functions (ESFs)* describe the policies, situation, planning assumptions, concept of operations, and responsibilities for each ESF for King County government agencies.

D. *The Incident Annexes* are specialized support documents that focus on specific areas of response and recovery. King County government has developed three Annexes:

- Regional Shelter Operations Annex
- Interim Housing Annex
- Mass Evacuation Incident Annex
- Terrorism Incident, Law Enforcement & Investigation Annex (not subject to public disclosure, RCW 42.56.420)

**KING COUNTY, WASHINGTON  
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN  
APPENDIX 1  
DEFINITIONS**

**A CENTRAL COMPUTERIZED ENFORCEMENT SERVICE SYSTEM (ACCESS)** - Statewide law enforcement data network controlled and administered by the Washington State Patrol. Provides capability to send warning and notification of emergencies from state to local jurisdictions.

**ACCESS CONTROL POINT (ACP)** - Road intersection or other logistically viable point on the relocation and food control boundaries, which enable law enforcement and other emergency workers to maintain access control of the respective area(s).

**ADVANCE ELEMENT OF THE EMERGENCY RESPONSE TEAM (ERT-A)** - The portion of the Federal Emergency Response Teams which is the first federal group deployed to the field to respond to a disaster.

**AERIAL RADIOLOGICAL MONITOR** - A radiological monitor who utilizes aircraft and specialized aerial radiological instruments to acquire radiation exposure rate data on large areas at or between locations of special interest.

**AGRO TERRORISM** - An attack against agriculture, livestock, or other food supply.

**AIR FORCE RESCUE COORDINATION CENTER (AFRCC)** - The Rescue Coordination Center operated by the U.S. Air Force at Langley Air Force Base, Virginia which coordinates the Federal response in search and rescue (SAR) operations within the inland Search and Rescue region. This region is defined as the 48 contiguous states (see Rescue Coordination Center (RCC) definition).

**AIR SEARCH AND RESCUE** - Search and Rescue operations for aircraft in distress, missing, or presumed down conducted by the Washington State Department of Transportation, Aviation Division, under authority of RCW 47.68 and WAC 468-200. Related land SAR operations, including the rescue and/or recovery of victims of a downed aircraft incident, are the responsibility of the chief law enforcement officer in whose jurisdiction the incidents site is located. Air search and rescue does not include air support of land search and rescue operations conducted under authority of RCW 38.52.

**AUTHORIZED OFFICIAL** - An individual authorized under Revised Code of Washington 38.52 and Washington Administrative Code 118-043 to direct the activities of emergency workers. These individuals are the Adjutant General of the Military Department or designee of a local emergency management agency, the chief law enforcement officer or designee of a political subdivision, or other such officials as identified in ESF 9- Search and Rescue of a local comprehensive emergency management plan.

**AUTHORIZED ORGANIZATION** - A state or local agency authorized under Revised Code of Washington 38.52 and Washington Administrative Code 118-04 to register and/or employ emergency workers. These agencies are: The Military Department, Emergency Management Division, local jurisdiction emergency management agencies, and law enforcement agencies of political subdivisions.

**BIOLOGICAL AGENTS** - The FBI WMD Incident Contingency Plan defines biological agents as microorganisms or toxins from living organisms that have infectious or noninfectious properties that produce lethal or serious effects in plants and animals.

**BUDDY SYSTEM** - Use of two or more people together for response. Typically used by the entry team and the backup team.

**CATASTROPHE** - An event, expected or unexpected, in which a community, because of the severity of the event, is unable to use its resources, or the need for resources has greatly exceeded availability; and the social or economic structure of the community has been disrupted; and the fulfillment of the community's essential functions are prevented, and the community is incapable of responding to or recovering from the effects of the event without massive and prolonged outside help.

**CHEMICAL ACCIDENT/INCIDENT RESPONSE AND ASSISTANCE (CAIRA) PLAN** - A plan that spells out how an Army installation will handle chemical material events. This on-post plan must be integrated with off-post plans.

**CHEMICAL AGENTS** - The FBI WMD Incident Contingency Plan defines chemical agents as solids, liquids, or gases that have chemical properties that produce lethal or serious effects in plants and animals.

**CHEMICAL STOCKPILE DISPOSAL PROGRAM (CSDP)** - The congressional mandated program that requires the Army to dispose of all its unitary chemical agents by the year 2004. The preferred mode of disposition is on-post incineration.

**CLAIMANT** - The individual making a claim of their legal representative.

**COLD ZONE** - Also the Green Zone or Safe Zone. Site of the Command Post, observation areas, staging, etc. No PPE required

**COMMON PROGRAM CONTROL STATION (CPCS)** - A broadcasting station in a local operational area, which has special communications links with appropriate authorities (e.g. National Weather Service, and local jurisdiction Emergency Operations Centers). Provides common emergency program for its operational area.

**COMPREHENSIVE EMERGENCY MANAGEMENT NETWORK (CEMNET)** - Dedicated 2-way Very High Frequency (VHF) low-band radio system. Provides direction and control capability for state and local jurisdictions for administrative use, and during an emergency or disaster. This is an emergency management net belonging to and managed by Washington State Emergency Management.

**CONFINEMENT** - Defensive posture. Prevention of incident spreading.

**CONGREGATE CARE CENTER** - A public or private facility that is predesignated and managed by the American Red Cross during an emergency, where evacuated or displaced persons are housed and fed.

**CONSEQUENCE MANAGEMENT** - FEMA defines federal consequence management as measures to protect public health and safety, restore essential government services, and provide emergency relief to governments, businesses and individuals affected by the consequences of terrorism. [Private sector/industry critical infrastructures define consequence management as measures to mitigate and resolve impacts and to restore and/or continue their ability to provide critical systems and services to governments and to the public. Their consequence management also addresses public/government regional/national short-term, mid-term, and long-term impacts to health and safety, sociological issues, environmental threats, and the economy.](#)

**CONTAINMENT** - Offensive posture. Stop leaks or to get material into a container.

**CREDIBLE THREAT** - The FBI conducts an interagency threat assessment that indicates that the threat is credible and confirms the involvement of a WMD in the developing terrorist incident. (Washington State Homeland Security Strategic Plan)

**CRISIS MANAGEMENT** - Refers to measures to identify, acquire, and plan the use of resources needed to anticipate, prevent, and/or resolve a threat or act of terrorism and is predominantly a law enforcement response.

**CRITICAL INFRASTRUCTURE** - Those systems and assets - both physical and cyber - so vital to the Nation that their incapacity or destruction would have a debilitating impact on national security, national economic security, and/or national public health and safety. (National Strategy for Homeland Security, p. ix)

**CYBER TERRORISM** - *A criminal act perpetrated by the use of computers and telecommunications capabilities, resulting in violence, destruction and/or disruption of services to create fear by causing confusion and uncertainty within a given population.*

**DAMAGE SURVEY REPORTS** - A description of the disaster damage caused to property of a State or local government and estimated repair costs based upon Federal Emergency Management Agency eligibility criteria. Damage Survey Reports establish the basis on an eligible claim for a financial grant under the Federal Emergency Management Public Assistance Program.

**DAMAGE SURVEY REPORT TEAMS** - Teams of federal, state, and local jurisdiction experts. Typically architects or engineers who conduct detailed on-site inspections, of disaster damage caused to property of state and local jurisdictions. The team determines costs and categories of repair work needed for damages offered. The results are used in the preparation of Damage Survey Reports. Used in conjunction with Presidential Declaration disaster.

**DECONTAMINATION** - The removal or covering of radioactive or toxic chemical contamination from a structure, area, object, or person to reduce the radiation or toxic hazard.

**DEFENSE COORDINATING OFFICER** - Individual supported and provided by the Department of Defense to serve in the field as the point of contact to the Federal Coordinating Officer and the Emergency Support Functions regarding requests for military assistance. The Defense Coordinating Officer and staff coordinate support and provide liaison to the Emergency Support Functions.

**DEVICE (or IED)** - An object fabricated with explosives or destructive, lethal, noxious, pyrotechnic or incendiary chemicals designed to disfigure, destroy, distract or harass.

**DIRECT EFFECTS** - The effect classified as 'direct' includes flash, blast, thermal radiation, electromagnetic pulse, and initial nuclear radiation.

**DIRECT FEDERAL ASSISTANCE** - Emergency work or assistance, beyond the capability of state and local jurisdictions, which is performed by a federal agency under mission assignment from FEMA.

**DISASTER** - An event expected or unexpected, such as fire, flood, explosion, storm, earthquake, epidemic, riot or insurrection, in which a community's available, pertinent resources are expended; or the need for resources exceeds availability; and in which a community undergoes severe danger; incurring losses so that the social or economic structure of the community is disrupted; and the fulfillment of some or all of the community's essential functions are prevented.

**DISASTER APPLICATION CENTER** - A temporary facility where, under one roof, representatives of Federal agencies, local and state governments, and voluntary relief organizations can process applications from individuals, families, and business firms.

**DISASTER ASSISTANCE SERVICE CENTER:** A Disaster Assistance Service Center (DASC) can be established to provide assistance to persons who have suffered economic losses as a result of an incident. Services in a DASC are focused on economic benefits to the victims as well as other support services as deemed necessary and essentially provide "One Stop Shopping". Possible services could include financial, assistance securing identification, housing, food stamps, health insurance, physical and mental health, or furniture and other household needs.

**DISASTER FIELD OFFICE** - The office established in or near the designated area to support federal and State response and recovery operations. The Disaster Field Office houses the Federal Coordinating Officer

(CFO) and The Emergency Response Team (ERT) and where possible, the State Coordinating Officer (SCO) and support staff.

**DISASTER SEARCH AND RESCUE** - Large scale search and rescue operations conducted as a result of a natural or technological (human-caused) emergency, or disaster.

**DISASTER WELFARE INQUIRY** - Provides locator, family reunification for immediate families displaced by a disaster.

**DOMESTIC TERRORISM** - Activities that involve violent acts or acts dangerous to human life that are a violation of the criminal laws of the United States or of any State; appear to be intended to intimidate or coerce a civilian population; to influence the policy of a government by intimidation or coercion; or to affect the conduct of a government by mass destruction, assassination, or kidnapping; and occur primarily within the territorial jurisdiction of the United States.” (U.S. Code, Title 18, Part I, Chapter 113B, Section 2331)

**EMERGENCY** - An event or set of circumstances, expected or unexpected, involving shortages of time and resources; that places life, property, or the environment in danger; that requires response beyond routine incident response resources; which demands the immediate preservation of order or of public health or where delay will result in financial loss to the county.

**EMERGENCY ALERT SYSTEM (EAS)** - Established to enable the President, federal state, and local jurisdiction authorities to disseminate emergency information to the public via the Commercial Broadcast System. Composed of amplitude modulation (AM), frequency modulation (FM), television broadcasters, and the cable industry. Formerly known as the Emergency Broadcast System (EBS).

**EMERGENCY COORDINATION CENTER** - See Emergency Operations Center (EOC).

**EMERGENCY INFORMATION SYSTEM (EIS)** - An emergency planning and response software program that facilitates emergency management operations. The current software standard for the Washington State Emergency Management.

**EMERGENCY MANAGEMENT** - The preparation for and the carrying out of all emergency functions, other than functions for which the military forces are primarily responsible, to mitigate from, prepare for, respond to, and recover from emergencies and disasters, and to aid victims suffering from injury or damage caused by all hazards, whether natural or human-made, and to provide support for search and rescue operations for persons or property in distress.

**EMERGENCY MASS CARE** - Includes individual or temporary shelter, fixed or mobile feeding operations and/or the bulk distribution of relief supplies to disaster victims and workers. Assistance is provided to an affected area without identifying case-by-case needs.

**EMERGENCY OPERATIONS CENTER (EOC)** - A designated site from which public, private, or voluntary agency officials can coordinate emergency operations in support of on-scene responders.

**EMERGENCY WORKER** - Any person, who is registered with a local emergency management organization or Washington State, and holds an identification card issued by the local emergency management director or the State for the purpose of engaging in authorized emergency management activities or is an employee of the State of Washington or any political subdivision thereof who is called upon to perform emergency management activities.

**EVACUATION** – Organized, phases, and supervised withdrawal, dispersal, or removal of civilians from dangerous or potentially dangerous areas, and their reception and care in safe areas.



**EXPLOSIVE ORDNANCE DISPOSAL (EOD)** - The detection, identification, field evaluation, rendering-safe, and/or disposal of explosive ordnance which has become hazardous by damage or deterioration when the disposal of such explosive ordnance is beyond the capabilities of personnel assigned to routine disposal.

**FEDERAL ASSESSMENT TEAM (FAST)** - A designated team of technical experts from federal, state, and local emergency management organizations that are alerted and deployed to a disaster to augment or supplement state and local jurisdiction assessment capabilities.

**FEDERAL COORDINATING OFFICER (FCO)** - The individual appointed by the Federal Emergency Management Agency Director (by delegation of authority from the President) to coordinate assistance in a federally-declared disaster.

**FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)** - Agency created in 1979 to provide a single point of accountability for all federal activities related to disaster mitigation, preparedness, response, and recovery. FEMA manages the President's Disaster Relief Fund, and coordinates the disaster assistance activities of all federal agencies in the event of a presidential disaster declaration.

**FEDERAL EMERGENCY RESPONSE TEAM** - An interagency team, consisting of the lead representative from each federal department or agency assigned primary responsibility for an Emergency Support Function and key members of the Federal coordinating Officer's staff, formed to assist the Federal Coordinating Officer in carrying out his/her coordination responsibilities. The Emergency Response Team provides a forum for coordinating the overall federal response, reporting on the conduct of specific operations, exchanging information, and resolving issues related to Emergency Support Functions and other response requirements. Emergency Response Team members respond to and meet as requested by the Federal Coordinating Officer. The Emergency Response Team may be expanded by the Federal Coordinating Officer to include designated representatives of other Federal departments and agencies as needed.

**FEDERAL RADIOLOGICAL RESPONSE PLAN** - The plan which describes the Federal response to the radiological and on-site technical aspects of an emergency in the United States and identifies the lead federal agency for an event. The events include one involving the Nuclear Regulatory Commission or state licensee, the Department of Energy or Department of Defense property, a space launch, occurrence outside the United States but affecting the United States, and one involving radium or accelerator-produced material. Transportation events are included in those involving the Nuclear Regulatory Commission, state licensee, Department of Energy, or Department of Defense.

**FEDERAL RESPONSE PLAN** - The plan, which establishes the basis for the provision of federal assistance to a state and the local jurisdiction impacted by a disaster or significant emergency that results in a requirement for federal response assistance.

**FIRE COMMUNICATIONS (FIRECOM)** - Statewide mutual aid fire fighting frequency used by fire fighters of different departments and districts for the command and coordination of fire suppression operations

**FIRE SERVICE MOBILIZATION REGIONS** - One of nine organizations responsible to develop Regional Fire Service Resource Mobilization Plans, ensure consistency with plans and systems, administer the Washington State Fire Services Resource Mobilization Plan and Procedures within the region, maintain local liaison, and maintain inventories of equipment.

**FIRST RESPONDER** - Those individuals who in the early stages of an incident are responsible for the protection and preservation of life, property, evidence, and the environment, including emergency response providers as defined in section 2 of the Homeland Security Act of 2002 (6 U.S.C. 101), as well as emergency management, public health, clinical care, public works, and other skilled support personnel (such as equipment operators) that provide immediate support services during prevention, response, and recovery operations." (Homeland Security Presidential Directive-8, December 17, 2003)

**FOREST FIRE** - One occurring in wooded areas and often in rugged and difficult terrain. The land commonly is shared between the federal or state governments or large corporations.

**FULL-SCALE EXERCISE** - An activity intended to evaluate the operational capability of emergency management systems in an interactive manner over a substantial period of time. It involves the testing of a major portion of the emergency plan and organizations in a highly stressful environment. It includes the mobilization of personnel and resources to demonstrate coordination and response capabilities. The EOC is activated and field command posts may be established. A full-scale exercise is always formally evaluated.

**FUNCTIONAL EXERCISE** - An activity designed to test or evaluate the capability of individual or multiple emergency management functions. It is more complex than a tabletop exercise in that activities are usually under time constraints and are followed by an evaluation or critique. It usually takes place in some type of coordination or operating center. The use of outside resources is often simulated. No field units are used.

**GOVERNOR'S AUTHORIZED REPRESENTATIVE (GAR)** - An individual authorized by the Governor to sign amendments to the Federal-State Agreement and to verify the grant applications from the state and local jurisdictions.

**HANFORD SITE** - A 560 square mile complex, located north of the city of Richland, Washington, under the direction of the United States Department of Energy.

**HAZARDOUS MATERIAL** - Any material that may do harm to a population or the environment when outside its container or intended use.

**HAZARD MITIGATION GRANT PROGRAM** - A program authorized under Section 404 of the Stafford Act, which provides funding for hazard mitigation projects that are cost effective and complement existing post-disaster mitigation programs and activities by providing funding for beneficial mitigation measures that are not funded through other programs.

**HOSPITAL EMERGENCY ADMINISTRATIVE RADIO (HEAR)** - Radio frequency for communications between emergency medical responders.

**HOT ZONE** - Also known as 'Red' or Exclusion Zone. Area most contaminated during a spill event & requiring site security. PPE required.

**IMPROVISED EXPLOSIVE DEVICE (IED)** - An object fabricated with explosives or destructive, lethal, noxious, pyrotechnic or incendiary chemicals designed to disfigure, destroy, distract or harass.

**INCIDENT** - An occurrence or event, either human-caused or natural phenomena, that requires action by emergency services personnel to prevent or minimize loss of life or damage to property and/or the environment.

**INCIDENT COMMAND SYSTEM (ICS)** - An all-hazards, on-scene functional management system that establishes common standards in organization, terminology, and procedures.

**INDIVIDUAL ASSISTANCE** - Supplementary federal assistance available under the Stafford Act to individuals, families, and businesses which includes disaster housing assistance, unemployment assistance, grants, loans, legal services, crisis counseling, tax relief, and other services or relief programs.

**INDIVIDUAL ASSISTANCE OFFICER (IAO)** - The individual who, under the direction of the Federal Coordinating Officer, establishes the Disaster Application Centers, monitors the Individual Assistance programs of all agencies, and reports to the Federal Coordinating Officer on the total effectiveness of the Individual Assistance effort.

**INDIVIDUAL AND FAMILY GRANT PROGRAM (IFGP)** - The program authorized under Section 411 of the Robert t. Stafford disaster Relief and Emergency Assistance Act for the purpose of making grants to individuals and families whose disaster related serious needs or necessary expenses cannot be satisfied by

any other federal, state, or volunteer program. The grant program is normally seventy five percent federally funded and twenty five percent state funded. The state administers the program.

**INDIVIDUAL EMERGENCY ASSISTANCE** - Provides disaster clients with clothing, food, rent, security deposits, cleaning supplies and equipment, and disaster-related medical needs as well as referral to other available assistance in the community.

**INGESTION EXPOSURE PATHWAY** - When human beings are exposed to radioactive or hazardous materials from a facility through consumption of water and foodstuffs, including dairy products. Emergency planning and protective actions are designed in part, to eliminate or reduce to the minimum exposures due to ingestion of contaminated materials in the areas surrounding a facility.

**INJURY**- Means and includes accidental injuries and/or occupational diseases arising out of emergency management activities.

**INTERFACE AREA** - The area where residences are built in proximity to the flammable fuels naturally found in wild land areas, such as forests, prairies, hillsides and valleys.

**INTERFACE FIRE** - Fires that threatens or burns the interface area. Fire affecting both wildlands and homes.

**INTERMIX FIRE** - Fire which threatens or have caused damage in areas containing both forestlands and structures.

**INTERNATIONAL TERRORISM** - Activities that involve violent acts or acts dangerous to human life that are a violation of the criminal laws of the United States or of any State, or that would be a criminal violation if committed within the jurisdiction of the United States or of any State; appear to be intended to intimidate or coerce a civilian population; to influence the policy of a government by intimidation or coercion; or to affect the conduct of a government by mass destruction, assassination, or kidnapping; and occur primarily outside the territorial jurisdiction of the United States, or transcend national boundaries in terms of the means by which they are accomplished, the persons they appear intended to intimidate or coerce, or the locale in which their perpetrators operate or seek asylum." (U.S. Code, Title 18, Part I, Chapter 113B, Section 2331)

**IONIZING RADIATION** - Any radiation displacing electrons from atoms or molecules thereby producing ions. Examples: alpha, beta, gamma radiation, X-ray or short-wave ultraviolet light. Ionizing radiation may produce severe skin or tissue damage.

**ISOLATION** - Removal of a population from a room or immediate structure.

**JOINT INFORMATION CENTER (JIC)** - A facility that is used by the affected utility, state and County to jointly coordinate the public information function during a nuclear or chemical facility emergency.

**JOINT PRIMARY AGENCY** - Two state agencies of agencies assigned primary responsibilities to manage and coordinate a specific Emergency Support function (ESF), JOINTLY. Joint primary agencies are designated on the basis of their having shared authorities, resources, capabilities, or expertise relative to accomplishment of the specific ESF activities. Joint primary agencies are responsible for overall planning and coordination with support agencies for the ESF, with ESF delivery assistance, if requested from the state EOC. An example of Joint Primary Agency activities are the Department of Ecology and the Washington State Patrol for ESF 10 Hazardous Materials.

**LAW ENFORCEMENT RADIO NETWORK (LERN)** - Statewide law enforcement mutual aid frequency controlled by the Washington State Police chiefs Association and Washington State Patrol.

**LOCAL DIRECTOR** - The director or designee of a County or municipal emergency management agency.

**LOCAL EMERGENCY MANAGEMENT AGENCY** - The emergency management or emergency services organization of a political subdivision of the state established in accordance with Revised Code of Washington (RCW ) 38.52.070.

**LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)** - The planning body designated by the Superfund amendments and Reauthorization Act, Title III legislation as the planning body for preparing local hazardous materials plans.

**MAJOR DISASTER** - As defined in federal law, is “ any hurricane, tornado, storm, flood, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, mudslide, snowstorm, drought, fire, explosion, or other technological or human caused catastrophe in any part of the United States which, in the determination of the President, causes damage of sufficient severity and magnitude to warrant major disaster assistance in alleviating the damage, loss, hardship, or suffering caused thereby.”

**MEDICAL EMERGENCY DELIVERY NETWORK (MEDNET)** - Dedicated 2-way Ultra High Frequency (UHF) radio system to provide communications between emergency medical responders and hospitals.

**MILITARY DEPARTMENT** - Refers to both the Emergency Management Division and the National Guard.

**MISSION** - A distinct assignment of personnel and equipment to achieve a set of tasks related to an incident, emergency, disaster, catastrophe, or search and rescue operations that occurs under the direction and control of an authorized official.

**MISSION STATEMENT** - a task assigned by the Federal Emergency Management Agency to any capable federal agency to provide necessary disaster assistance not available under other statutory authorities. The task may involve logistical and personnel of Federal assistance as well as direct federal assistance to state and local jurisdictions.

**MITIGATION** - Actions taken to eliminate or reduce the degree of long term risk to life, property, and the environment from natural and technological hazards. Mitigation assumes our communities are exposed to risks whether or not an emergency occurs. Examples of mitigation are: building and fire codes, land acquisition equipment and computer tie downs, safety codes, statutes and ordinances.

**NATIONAL CONTINGENCY PLAN (NCP)** - “The National Oil and Hazardous Substances Pollution Contingency Plan” (40 CFR Part 300) prepared by the Environmental Protection Agency to put into effect the response powers and responsibilities created by the Comprehensive Environmental Response, Compensation and Liability Act, and authorities established by Section 311 of the Clean Water Act.

**NATIONAL DISASTER MEDICAL SYSTEM (NDMS)** - A system designed to deal with extensive medical care needs in very large disasters or emergencies. The system is a cooperative effort of the Department of Health and Human Services, FEMA, DOD, state and local governments, and the private sector.

**NATIONAL INTERAGENCY COORDINATION CENTER (NICC)** - The organization responsible for coordination of the national emergency response to a wildland fire. The NICC is located in Boise, Idaho.

**NATIONAL PUBLIC SAFETY PLANNING ADVISORY COMMITTEE (NPSPAC)** - Advisory committee that review and approves or disapproves applications in accordance with National Public Safety Planning Advisory Committee Region 43 (Washington State) for use of a specific band of 800 megahertz (MHz) frequencies within the state.

**NATIONAL RESPONSE CENTER** - Communications center for activities related to hazardous materials response actions at Coast Guard headquarters in Washington DC The center receives and relays notices of discharges or releases to the appropriate On Scene Coordinator, disseminates on-scene coordinator and Regional Response Team reports to the National Response Team when appropriate, and provides facilities for the National Response Team to use in coordinating national response action when required.

**NATIONAL RESPONSE FRAMEWORK** – A guide to how the Nation conducts all-hazards response. It is built upon scalable, flexible, and adaptable coordinating structures to align key roles and responsibilities across the Nation. It describes specific authorities and best practices for managing incidents that range from the serious but purely local, to large-scale terrorist attacks or catastrophic natural disasters. (from Homeland Security 2008 Document)

**NATIONAL SEARCH AND RESCUE PLAN (NSP)** - An interagency agreement providing a national plan for the coordination of Search and Rescue services to meet domestic needs and international commitments.

**NATIONAL WARNING SYSTEM (NAWAS)** - The federal portion of the Civil Defense Warning System, used for the dissemination of warnings and other emergency information from the FEMA National or Regional Warning Centers to Warning Points in each state. Also used by the State Warning Points to disseminate information to local Primary Warning Points. Provides warning information to state and local Jurisdictions tons concerning severe weather, earthquake, flooding, and other activities which affect public safety.

**NOTIFICATION** - A legal obligation to report a spill.

**NUCLEAR EMERGENCY SEARCH TEAM (NEST)** - A Department of Energy sponsored team trained to search for and identify lost or stolen weapons and special nuclear materials, and to respond to nuclear bomb threats or radiation dispersal threats. The team is made up of personnel from many agencies and other organizations.

**NUCLEAR REGULATORY COMMISSION (NRC)** - The federal agency that regulates and licenses commercial nuclear facilities.

**NUCLEAR WEAPONS** - The Effects of Nuclear Weapons (DOE, 1977) defines nuclear weapons as weapons that release nuclear energy in an explosive manner as the result of nuclear chain reactions involving fission and/or fusion of atomic nuclei.

**ON-SCENE COMMAND AND COORDINATION RADIO (OSCCR)** - A frequency used by “on-scene” emergency responders of different agencies for command and coordination of an incident or emergency, according to a joint Military Department, emergency Management Division and Association of Police Communications Officers (APCO) agreement.

**PRELIMINARY DAMAGE ASSESSMENT (PDA)** - The joint local, state, and federal analysis of damage that has occurred during a disaster and which may result in a Presidential declaration of disaster. The preliminary Damage Assessment is documented through surveys, photographs, and other written information.

**PRELIMINARY DAMAGE ASSESSMENT TEAM** - An ad hoc group that comes together after a disaster whose main purpose is to determine the level of disaster declaration that is warranted. The team usually consists of federal, state, and local representatives to do an initial damage evaluation to sites damaged.

**PREPAREDNESS** - Actions taken in advance of an emergency to develop operational capabilities and facilitate an effective response in the event an emergency occurs. Preparedness measures include continuity of government, emergency communications, emergency operations centers, emergency operations plans emergency public information materials, public education programs, exercise of plans mutual aid agreements, stocking of disaster supplies, training of emergency response personnel, and warning systems.

**PRESIDENTIAL DECLARATION** - Formal declaration by the President that an Emergency or Major Disaster exists, based upon the request for such a declaration by the Governor and with the verification of FEMA preliminary damage assessments.

**PREVENTION** - Actions taken to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions taken to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full

nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.

**PRIMARY AGENCY** - A state agency or agency assigned primary responsibility to manage and coordinate a specific ESF. Primary agencies are designated on the basis of their having the most authorities, resources, capabilities, or expertise relative to accomplishment of the specific Emergency Support Function (ESF), with ESF delivery assistance, if requested, from the state EOC. An example of a primary agency is the Department of Transportation for ESF 1 -Transportation.

**PRIVATE BRANCH EXCHANGE (PBX)** - A telephone switch system owned and operated by the user.

**PROTECTIVE ACTION DECISION (PAD)** - An action or measure taken by public officials to prevent or minimize radiological or chemical exposures to people.

**PROTECTIVE ACTION RECOMMENDATION (PAR)** - A recommendation based on technical scientific data for public officials to use in forming a decision to prevent or minimize the contamination of people and foodstuffs.

**PUBLIC ASSISTANCE (PA)** - Supplementary federal assistance provided under the Stafford Act to state and local jurisdictions, special purpose districts, Native Americans, or eligible private, nonprofit organizations.

**PUBLIC ASSISTANCE OFFICER (PAO)** - A member of the FEMA Regional Director's staff who is responsible for management of the Public Assistance Program.

**PUBLIC SAFETY ANSWERING POINTS (PSAPs)** - A term used to identify communications centers responsible for the dispatch and support of emergency field personnel.

**RADIO AMATEUR CIVIL EMERGENCY SERVICES (RACES)** - Licensed amateur radio operators who support state and local jurisdictions during emergencies or disasters.

**RADIOLOGICAL CALIBRATION** - A procedure utilizing radioactive sources for establishing the accuracy of radiological instruments.

**RADIOLOGICAL CONTAMINATION** - Radioactive material deposited on the surface of structures, areas, objects or persons following a release of any radioactive material.

**RADIOLOGICAL COUNTERMEASURES** - Protective actions to reduce the effects of any nuclear incident, including fallout, upon the population. Example: decontamination.

**RADIOLOGICAL INSTRUMENT MAINTENANCE AND CALIBRATION (RIM&C)** - An operation at the state level with the mission to repair, maintain, and calibrate Civil Defense radiological monitoring instruments. Its mission includes distribution and exchange with local jurisdictions and other entities and agencies.

**RADIOLOGICAL MONITOR (RM)** - An individual trained to measure, record, and report radiation exposure and exposure rates, and to provide limited field guidance on radiation hazards.

**RADIOLOGICAL PROFILE (RADPRO)** - A microcomputer-based file containing records from each of the local jurisdictions that have a radiological defense system. Each record has 38 data fields containing specific information about the jurisdiction. The file is maintained by the state Radiation Safety Officer.

**RADIOLOGICAL RESPONSE TEAM (RRT)** - A community based radiological defense cadre consisting of members from the community emergency services, vital facilities, and essential services. This cadre, trained and exercised on a continuous basis, forms a baseline radiological defense capability, which can be used for surge training and to assist in the rapid buildup of community radiological defense capability during an

increased readiness period. The Radiological Response Team may be used to respond to peacetime radiological accidents such as transportation and nuclear power plant accidents.

**RECOVERY** - Activity to return vital life support systems to minimum operating standards and long-term activity designed to return life to normal or improved levels, including some form of economic viability. Recovery measures include, but are not limited to, crisis counseling, damage assessment, debris clearance, disaster loans and grants, disaster unemployment assistance, public information, reassessment of emergency plans, reconstruction, temporary housing and business resumption full scale.

**RECOVERY RESTORATION TASK FORCE (RRTF)** - In the wake of a catastrophic disaster, the Governor may direct the formation of the RRTF. Its purpose is to guide, recommend and coordinate efforts to restore normalcy to areas adversely impacted by the disaster. The RRTF will determine the extent of economic impacts on citizens, businesses, as well as the ecological impacts on land and property.

**RELEASE** - A gas or vapor which has gone beyond the boundaries of the facility in reportable quantity during a 24 hour period.

**REMOTE PICK-UP UNIT (RPU)** - A radio transmitter and receiver used in conjunction with Emergency Alert System (EAS), to provide communications between the Primary Emergency Alert System station and the local Emergency Operations Center.

**RESCUE COORDINATION CENTER (RCC) -**

(Federal) - A unit responsible for promoting efficient organization of search and rescue services and coordinating conduct of search and rescue operations within a search and rescue region (National Search and Rescue Plan).

(State) - An extension of the state Emergency Operations Center activated in an emergency or disaster to support local search and rescue operations by coordinating the state, out of state, and federal search and rescue resources responding to the incident. The Rescue Coordination Center may be co-located with the EOC or deployed to a location in proximity to the incident site.

**RESPONSE** - Actions taken immediately before, during, or directly after an emergency occurs, to save lives, minimize damage to property and the environment, and enhance the effectiveness of recovery. Response measures include, but are not limited to, emergency plan activation, emergency alert system activation, emergency instructions to the public, emergency medical assistance, staffing the emergency operations center, public official alerting, reception and care, shelter and evacuation, search and rescue, resource mobilization, and warning systems activation.

**ROBERT T. STAFFORD DISASTER RELIEF AND EMERGENCY ASSISTANCE ACT** (Public Law 93-288, as amended by Public Law 100-707) - The act that authorizes the greatest single source of federal disaster assistance. It authorizes coordination of the activities of federal, state, and volunteer agencies operating under their own authorities in providing disaster assistance, provision of direct federal assistance as necessary, and provision of financial grants to individuals and families. This act is commonly referred to as the Stafford Act.

**ROENTGEN EQUIVALENT MAN (MAN)** - The unit of exposure expressed as dose equivalent. The amount of ionizing radiation needed to produce the same biological effect as one roentgen of high-penetration x-rays.

**SEARCH AND RESCUE** - The act of searching for, rescuing, or recovering by means of ground, marine, or air activity any person who becomes lost, injured, or is killed while outdoors or as a result of a natural or human-caused event, including instances of searching for downed aircraft when ground personnel are used. Includes DISASTER, URBAN, and WILDLAND SEARCH AND RESCUE. Also referred to as LAND SEARCH AND RESCUE to differentiate from AIR SEARCH AND RESCUE.

**SELF-PROTECTION MONITORING** - A capability which provides for the personnel in emergency services, vital facilities, and essential industries with the ability to conduct radiological monitoring for their own

protection. It includes a means to monitor and control the radiation exposure of emergency workers who would be engaged in peacetime emergency response and post-attack recovery operations.

**SENTINEL SURVEILLANCE** - Looking at the background level to check for the presence of a disease. An example would be when the Department of Health contracts with a farmer to raise chickens then tests the blood of the chickens for the presence of disease.

**SHELTER IN PLACE** - Isolation of a population within a structure to protect them from an airborne hazardous materials release.

**SPILL RESPONSE** - All actions taken in carrying out the Department of Ecology's responsibilities to spills of hazardous materials, e.g. receiving and making notifications, information gathering and technical advisory phone calls, preparation for and travel to and from spill sites, direction of clean-up activities, damage assessment, report writing, enforcement investigations and actions, cost recovery, and program development.

**STATE AND REGIONAL DISASTER AIRLIFT PLAN (SARDA)** - A plan prepared by Washington State Department of Transportation, Aviation division which provides overall policy and guidance for aviation support in time of emergency.

**STATE COORDINATING OFFICER (SCO)** - The individual appointed by the governor to act in cooperation with the Federal Coordinating Officer to administer disaster recovery.

**STATE EMERGENCY COMMUNICATIONS USING RADIO EFFECTIVELY (SECURE)** - Dedicated federal 2-way High Frequency (HF) radio system which provides an alternate direction and control capability as needed by the state other locations during an emergency or disaster.

**STATE FIRE DEFENSE BOARD** - An organization which maintains the Washington State Fire Services Resource Mobilization Plan, develops planning guidance for the Fire Service Mobilization Regions, promotes standardization of fire communications, develops alerting and dispatching procedures, maintains a listing of regional fire fighting resources, reviews and approves curriculum, requires the use of the Incident command System by the State Fire Service, and provides guidance for the approval of requests for reimbursement.

**STATEWIDE EMERGENCY COMMUNICATIONS SYSTEM (HF)** - The State Military Department's High Frequency (HF) radio system. The net is controlled by the Washington National Guard and interconnects all National Guard armories with camp Murray.

**SUPPORT AGENCY** - An agency designated to assist a specific primary, or joint primary agency, with available resources, capabilities, or expertise in support of Emergency Support function (ESF) activities, under the coordination of the primary, or joint primary, agency. An example of a support agency is the Department of Agriculture for ESF 8, Health and Medical Services.

**TABLE TOP EXERCISE** - An activity in which officials and key staff or others with emergency responsibilities are gathered together informally to discuss simulated emergency situations. It is designed to elicit constructive discussion by the participants without time constraints. Participants evaluate plans and procedures and resolve questions of coordination and assignment of responsibilities in a non-threatening format under minimum stress.

**TERRORISM** - As defined by the FBI, "the unlawful use of force against persons or property to intimidate or coerce a government, the civilian population, or any segment thereof, in the furtherance of political or social objectives." This definition includes three elements: (1) Terrorist activities are illegal and involve the use of force. (2) The actions are intended to intimidate or coerce. (3) The actions are committed in support of political or social objectives.



**TERRORIST INCIDENT** - The FBI defines a terrorist incident as a violent act, or an act dangerous to human life, in violation of the criminal laws of the United States or of any State, to intimidate or coerce a government, the civilian population, or any segment thereof in furtherance of political or social objectives.

**TITLE III** - A major section of the Superfund Amendments and Reauthorization Act entitled the "Emergency Planning and Community Right-to Know Act of 1986." Law that requires the establishment of state and local planning jurisdictions, State Emergency Response Commissions and Local Emergency Planning Committees, and to conduct emergency planning for hazardous materials incidents. It requires (1) site-specific planning for extremely hazardous substances, (2) participation in the planning process by facilities storing or using hazardous substances, and (3) notifications to the commission or committee of releases of specified hazardous substances. It also provides for mechanisms to provide information on hazardous chemicals and emergency plans for hazardous chemical events to the public.

**TRAINING EVENT** - A planned, non-emergency activity for the development, maintenance, or upgrading of emergency worker skills.

**TRIAGE** - The sorting of victims done by their critical care needs.

**UMATILLA CHEMICAL DEPOT (UMCD)** - A United States Army ordinance storage facility located in northeastern Oregon formerly known as Umatilla Depot Activity (UMDA). The depot has been operated since 1942 as a storage site for conventional Army ammunition, bombs, artillery shells and land mines. It is now a storage site for unitary and binary chemical weapons and agents.

**UNPROTECTED LANDS** - Lands that are not protected by any fire suppression agency. (There is private property that does not have fire protection from rural fire districts, but does have protection from the Department of Natural Resources. This protection is for wild land and forest fires and not for protection of structures.)

**URBAN FIRE** - Fire that is primarily found within the boundaries or limits of a city.

**URBAN SEARCH AND RESCUE (USR)** - Locating, extricating, and providing for the immediate medical treatment of victims trapped in collapsed or damaged structures.

**URBAN SEARCH AND RESCUE TASK FORCE** - A 56-member organization sponsored by the Federal Emergency Management Agency in support of Emergency Support Function # 9. The Task Force is trained and equipped to conduct heavy urban search and rescue and is capable of being deployed to any disaster site nationwide.

**VACANCY** - When the office of a county official is legally unoccupied due to the incumbent's death, resignation, incapacity, declaration of incompetency by a court of competent jurisdiction, or other reason as provided for in Article 680 of the county charter.

**WARM ZONE** - Also the Yellow or Decontamination Zone. Moderately contaminated. Entry Point to the Hot/Cold Zones. PPE required.

**WARNING** - An obligation to communicate impending danger.

**WASHINGTON PUBLIC POWER SUPPLY SYSTEM (WPPSS)** - A public corporation planning the construction and operation of three nuclear facilities in the state of Washington. Two facilities (WNP-1 and WNP-2) are located on land leased from the United States Department of Energy, Hanford site, and one facility (WNP-3) is located in Grays Harbor County. WNP-2 is the sole operating plant.

**WASHINGTON STATE EMERGENCY INFORMATION CENTER (WEIC)** - State level emergency public information will be established, provided to media and the public, and managed through the WEIC, which is a part of the Washington State Emergency Operations Center (EOC).

**WASHINGTON STATE EMERGENCY MANAGEMENT** - Washington State Military Department, Emergency Management Division.

**WEAPON OF MASS DESTRUCTION** - Title 18, U.S.C. 2332a, defines a weapon of mass destruction as (1) any destructive device as defined in section 921 of this title, [which reads] any explosive, incendiary, or poison gas, bomb, grenade, rocket having a propellant charge of more than four ounces, missile having an explosive or incendiary charge of more than one quarter ounce, mine or device similar to the above; (2) poison gas; (3) any weapon involving a disease organism; or (4) any weapon that is designed to release radiation or radioactivity at a level dangerous to human life.

**WILDLAND** - An area in which development is essentially non-existent except for roads, railroads, powerlines, and similar transportation facilities. Used in place of WILDERNESS which frequently refers to specifically designated federal lands intended to remain in their natural state to the greatest extent possible.

**WILDLAND FIRE** - Fire that occurs in wildland areas made up of sagebrush, grasses or other similar flammable vegetation.

**WILDLAND SEARCH AND RESCUE** - Search and rescue conducted in wildland areas. Due to the increasing wildland-urban interface, wildland search and rescue strategy and tactics may also be employed for subjects lost or missing in urban or suburban areas. See SEARCH AND RESCUE, DISASTER SEARCH AND RESCUE, and URBAN SEARCH AND RESCUE.

**WIND (DF) MESSAGES** - Weather information concerning wind direction and speed. The information would be used for fallout forecasting.

**KING COUNTY, WASHINGTON**  
**COMPREHENSIVE EMERGENCY MANAGEMENT PLAN**  
**APPENDIX 2**  
**ACRONYMS**

<b>AMC</b>	Army Material Command (U.S. Army)
<b>AMS</b>	Aerial Measuring System (DOE)
<b>ARAC</b>	Atmospheric Release Advisory Capability (DOE)
<b>ARC</b>	American Red Cross
<b>ARES</b>	Amateur Radio Emergency Services
<b>ARG</b>	Accident Response Group (DOE)
<b>ARRF</b>	Aircraft Rescue Fire Fighting
<b>ARRL</b>	Amateur Radio Relay League
<b>ATC</b>	Applied Technology Council
<b>ATSDR</b>	Agency for Toxic Substance and Disease Registry (HHS)
<b>AWC</b>	Association of Washington Cities
<b>BCRT</b>	Regional Drug Task Force Biological/Chemical Response Team
<b>BDRP</b>	Biological Defense Research Program (U.S. Navy)
<b>BERT</b>	Public Health Bioterrorism Emergency Response Team
<b>BLEVE</b>	Boiling Liquid Expanding Vapor Explosion
<b>BLS</b>	Basic Life Support
<b>BMP</b>	Best Management Practices
<b>CAO</b>	County Administrative Officer
<b>C/B-RRT</b>	Chemical Biological Rapid Response Team (U.S. Army)
<b>CBDCOM</b>	Chemical Biological Defense Command (U.S. Army)
<b>CBIRF</b>	Chemical Biological Incident Response Force (U.S. Marine Corps)
<b>CBRED</b>	Chemical, Biological, Radiological, Environmental Defense Response Teams (U.S. Navy)
<b>CBO</b>	Community Based Organization
<b>CBRNE</b>	Chemical Biological Radiological Nuclear Explosive
<b>CCA</b>	Comprehensive Cooperative Agreement
<b>CD</b>	Civil Defense
<b>CDC</b>	Center for Disease Control and Prevention (HHS)
<b>CDRG</b>	Catastrophic Disaster Response Group
<b>CEM</b>	Certified Emergency Manager
<b>CEMP</b>	Comprehensive Emergency Management Plan
<b>CERCLA</b>	Comprehensive Emergency Response, Compensation and Liability Act of 1980
<b>CG</b>	Phosgene (a choking agent)
<b>CGIC</b>	Coast Guard Incident Commander
<b>CHEMTREC</b>	Chemical Transportation Emergency Center
<b>CIA</b>	Central Intelligence Agency
<b>CIP</b>	Critical Infrastructure Protection
<b>CIRG</b>	Critical Incident Response Group (FBI)
<b>CISD</b>	Critical Incident Stress Debriefing
<b>CISM</b>	Critical Incident Stress Management

<b>CK</b>	Cyanogen Chloride (a blood agent)
<b>COAD</b>	Community Organizations Active in Disasters
<b>COG</b>	Continuity of Government
<b>COMMO</b>	Communications
<b>CPODs</b>	Community Points of Distribution
<b>CSD</b>	Civil Support Detachment
<b>CSEPP</b>	Chemical Stockpile Emergency Preparedness Program
<b>CST</b>	Civilian Support Team
<b>CX</b>	Phosgene Oxime (a blister agent)
<b>DAC</b>	Disaster Application Center
<b>DAP</b>	Disaster Assistance Program
<b>DASC</b>	Disaster Assistance Service Center
<b>DCHS</b>	Department of Community and Human Services
<b>DDES</b>	Department of Development and Environmental Services
<b>DECON</b>	Decontamination
<b>DEM</b>	Department of Emergency Management (local)
<b>DES</b>	Department of Emergency Services (local)
<b>DEST</b>	Domestic Emergency Support Team
<b>DFO</b>	Disaster Field Office
<b>DFW</b>	Department of Fish and Wildlife
<b>DHS</b>	Department of Homeland Security
<b>DMAT</b>	Disaster Medical Assistance Team
<b>DMORT</b>	Disaster Mortuary Team
<b>DNRP</b>	Department of Natural Resources and Parks
<b>DOC</b>	Department Operations Center
<b>DOD</b>	Department of Defense
<b>DOE</b>	Federal Department of Energy
<b>DOH</b>	Department of Health
<b>DOT</b>	Department of Transportation
<b>DRC</b>	Disaster Recovery Center
<b>DRT</b>	Disaster Recovery Team
<b>DSRs</b>	Damage Survey Reports
<b>DWI</b>	Disaster Welfare Information
<b>EAS</b>	Emergency Alert System
<b>ECC</b>	King County Emergency Coordination Center
<b>EHS</b>	Extremely Hazardous Substances
<b>EMD</b>	Emergency Management Division
<b>EMI</b>	Emergency Management Institute
<b>EMP</b>	Emergency Management Plan
<b>EMPG</b>	Emergency Management Performance Grant
<b>EMS</b>	Emergency Medical Service
<b>EMWIN</b>	Emergency Management Weather Information Network
<b>EOC</b>	Emergency Operation Center
<b>EOD</b>	Explosive Ordnance Disposal
<b>EPA</b>	Federal Environmental Protection Agency
<b>ERAMS</b>	Environmental Radiation Ambient Monitoring System (EPA)
<b>ERG</b>	North American Emergency Guidebook

<b>ERP</b>	Emergency Response Plan
<b>ERT</b>	Evidence Response Team (FBI)
<b>ERT</b>	Environmental Response Team (EPA)
<b>ERT</b>	Evidence Response Team
<b>ESA</b>	Endangered Species Act
<b>ESF</b>	Emergency Support Function
<b>EST</b>	Emergency Support Team
<b>FADD</b>	Foreign Animal Disease Diagnostician
<b>FBI</b>	Federal Bureau of Investigation
<b>FBOD</b>	Finance & Business Operations Division
<b>FCO</b>	Federal Coordinating Officer
<b>FDA</b>	Federal Drug Administration (HHS)
<b>FEMA</b>	Federal Emergency Management Agency
<b>FREP</b>	Federal Radiological Emergency Response Plan
<b>FRMAC</b>	Federal Radiological Monitoring and Assessment Center (DOE)
<b>FTE</b>	Full Time Employee
<b>FWC</b>	Flood Warning Center
<b>GA</b>	Tabun (a nerve agent)
<b>GB</b>	Sarin (a nerve agent)
<b>GD</b>	Soman (a nerve agent)
<b>GIS</b>	Geographic Information System
<b>H</b>	Impure Sulfur Mustard (a blister agent)
<b>HAZMAT</b>	Hazardous Materials
<b>HAZWOPER</b>	Hazardous Waste Operations and Emergency Response
<b>HD</b>	Distilled Sulfur Mustard (a blister agent)
<b>HHS</b>	Department of Health and Human Services
<b>HIVA</b>	Hazard Identification and Vulnerability Assessment
<b>HMC</b>	Harborview Medical Center
<b>HMRU</b>	Hazardous Materials Response Unit (FBI)
<b>HN</b>	Nitrogen Mustard (a blister agent)
<b>HR</b>	Human Resources
<b>HSEEP</b>	Homeland Security Exercise Evaluation Program
<b>HSPD</b>	Homeland Security Presidential Directive
<b>HVA</b>	Hazard Vulnerability Analysis
<b>IC</b>	Incident Commander
<b>ICS</b>	Incident Command System
<b>IDLH</b>	Immediately Dangerous to Life and Health
<b>IIT</b>	Nuclear Regulatory Commission's Incident Investigation Team
<b>IMS</b>	Incident Management System
<b>IRT</b>	Immediate Response Technicians
<b>ITS</b>	Information and Telecommunications Services

<b>JFO</b>	Joint Field Office
<b>JIC</b>	Joint Information Center
<b>JIS</b>	Joint Information System
<b>JOC</b>	Joint Operations Center (FBI Regional Command Post)
<b>KC</b>	King County
<b>KCC</b>	King County Code
<b>KCDOT</b>	King County Department of Transportation
<b>KCECC</b>	King County Emergency Coordination Center
<b>KCEMP</b>	King County Emergency Management Plan
<b>KCEMS</b>	King County Emergency Medical Services
<b>KCIA</b>	King County International Airport
<b>KCLEPC</b>	King County Local Emergency Planning Committee
<b>KCMEO</b>	The King County Medical Examiner
<b>KCOEM</b>	King County Office of Emergency Management
<b>KCSAR</b>	King County Search and Rescue
<b>KCSO</b>	King County Sheriff's Office
<b>KCTV</b>	Civic Television
<b>L</b>	Lewisite (a blister agent)
<b>L&amp;I</b>	Washington State Department of Labor & Industries
<b>LEPC</b>	Local Emergency Planning Committee
<b>LETPP</b>	Law Enforcement Terrorism Prevention Program
<b>LFA</b>	Lead Federal Agency
<b>LGR</b>	Local Government Response
<b>LHO</b>	Local Health Officer
<b>LSA</b>	Logistics Staging Areas
<b>MAC</b>	Multi Agency Coordination Group
<b>MACS</b>	Multi Agency Coordination System
<b>MARSEC</b>	Maritime Security Levels
<b>MCBAT</b>	Medical Chemical and Biological Advisory Teams (U.S. Army)
<b>MCI</b>	Mass Casualty Incident
<b>MEDCOM</b>	Army Medical Command (U.S. Army)
<b>MEPG</b>	Multi-Disciplinary Equipment Planning Group
<b>MIPT</b>	Memorial Institute for the Prevention of Terrorism
<b>MMRS</b>	Metropolitan Medical Response Team
<b>MMST</b>	Metropolitan Medical Strike Team
<b>MOA</b>	Memorandums of Agreement
<b>MOU</b>	Memorandum Of Understanding
<b>MSDS</b>	Material Safety Data Sheet
<b>MSO</b>	Marine Safety Office of the US Coast Guard
<b>NBC</b>	Nuclear, Biological, Chemical
<b>NCP</b>	National Oil and Hazardous Substances Pollution Contingency Plan
<b>NDMS</b>	National Disaster Medical System
<b>NEPMU</b>	Navy Environmental and Preventive Medicine Units (U.S. Navy)
<b>NEST</b>	Nuclear Emergency Search Team (DOE)
<b>NFPA</b>	National Fire Protection Association

<b>NGO</b>	Non-Governmental Organizations
<b>NIIMS</b>	National Interagency Incident Management System
<b>NIMS</b>	National Incident Management System
<b>NMRI</b>	Naval Medical Research Institute (U.S. Navy)
<b>NMRT</b>	National NBC Medical Response Team (HHS)
<b>NOI</b>	Notice of Interest
<b>NPED</b>	National Pollution Discharge Elimination System
<b>NRC</b>	Nuclear Regulatory Commission
<b>NRP</b>	National Response Plan
<b>NRF</b>	National Response Framework
<b>NRT</b>	National Response Team
<b>NSC</b>	National Security Council
<b>OEM</b>	Office of Emergency Management (King County)
<b>OIRM</b>	Office of Information Resource Management
<b>OSC</b>	On-Scene Coordinator
<b>OSHA</b>	Occupational Safety and Health Administration
<b>P&amp;A</b>	Planning and Administration
<b>PAR</b>	Protective Action Recommendations
<b>PDA</b>	Preliminary Damage Assessment
<b>PDD</b>	Presidential Decision Directive
<b>PES</b>	Public Education Subcommittee
<b>PFA</b>	Primary Federal Agency
<b>PHEOC</b>	Public Health Emergency Operation Center
<b>PHSKC</b>	Public Health Seattle & King County
<b>PIO</b>	Public Information Officer
<b>PNP</b>	Private-non-Profit
<b>POS</b>	Port of Seattle
<b>PPE</b>	Personal Protective Equipment
<b>PSAP</b>	Public Safety Answering Points
<b>PSCAA</b>	Puget Sound Clean Air Agency
<b>PWS</b>	Project Work Sheet
<b>RAP</b>	Radiological Assistance Program (DOE)
<b>RCC</b>	Recovery Coordination Center
<b>RCECC</b>	Regional Communications and Emergency Coordination Center
<b>RCRA</b>	Resource Conservation and Recovery Act
<b>RCW</b>	Revised Code of Washington
<b>RDP</b>	Regional Disaster Plan
<b>REAC/TS</b>	Radiation Emergency Assistance Center/Training Site (DOE)
<b>RERT</b>	Radiological Emergency Response Team (EPA)
<b>RHMTF</b>	Regional Hazard Mitigation Plan Task Force
<b>RHSS</b>	Regional Homeland Security Subcommittee
<b>RIA</b>	Rapid Impact Assessment
<b>ROC</b>	Regional Operations Center
<b>RP</b>	Responsible Party
<b>RPIN</b>	Regional Public Information Network
<b>RPTF</b>	Regional Disaster Planning Task Force

<b>RRIS</b>	Rapid Response Information System (FEMA)
<b>RRT</b>	Regional Response Team
<b>RTF</b>	Response Task Force (DOD)
<b>SA</b>	Salvation Army
<b>SAR</b>	Supplied Air Respirator
<b>SAR</b>	Search and Rescue
<b>SARA</b>	Superfund Amendments and Reauthorization Act
<b>SBA</b>	Small Business Administration
<b>SCBA</b>	Self-Contained Breathing Apparatus
<b>SDO</b>	Staff Duty Officer
<b>SEB</b>	Staphylococcus Enterotoxin B (a toxin)
<b>SEOO</b>	State Emergency Operations Officer
<b>SERC</b>	State Emergency Response Commission
<b>SIOC</b>	Strategic Information Operations Center
<b>SLA</b>	Service Level Agreement
<b>SMHSA</b>	Substance Abuse & Mental Health Services Administration (HHS)
<b>SOP</b>	Standard Operating Procedure
<b>SR</b>	State Route
<b>STATE DOE</b>	Washington State Department of Ecology
<b>SWD</b>	Solid Waste Division
<b>SWMC</b>	Southwest Washington Medical Center
<b>SWWHD</b>	Southwest Washington Health District
<b>T&amp;E</b>	Training and Exercise
<b>TDSRS</b>	Temporary Debris Staging and Reduction Sites
<b>TEU</b>	Technical Escort Unit (U.S. Army)
<b>TIA</b>	Terrorism Incident Annex
<b>TSA</b>	Transportation Security Agency
<b>UC</b>	Unified Command
<b>USACE</b>	United States Army Corps of Engineer
<b>USCG</b>	U.S. Coast Guard
<b>USRT</b>	Urban Search and Rescue Team (FEMA)
<b>VEE</b>	Venezuelan Equine Encephalitis (a viral agent)
<b>VX</b>	A nerve agent
<b>WAC</b>	Washington Administrative Code
<b>WAEMD</b>	Washington State Emergency Management Division
<b>WARM</b>	Washington Animal Response Management
<b>WASART</b>	Washington State Animal Response Team
<b>WAVOAD</b>	Washington Voluntary Organizations Active in Disasters
<b>WCST</b>	Washington State Civil Support Team
<b>WDFW</b>	Washington State Department of Fisheries & Wildlife
<b>WDOE</b>	Washington State Department of Ecology
<b>WDOH</b>	Washington State Department of Health
<b>WEMD</b>	Washington State Emergency Management Division
<b>WLRD</b>	Water and Land Resources Division



<b>WMD</b>	Weapons of Mass Destruction
<b>WSDA</b>	Washington State Departments of Agriculture
<b>WSDOT</b>	Washington State Department of Transportation
<b>WSP</b>	Washington State Patrol

**KING COUNTY, WASHINGTON  
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN  
APPENDIX 3  
AUTHORITIES & REFERENCES**

This appendix is a compilation of references used in the completion of this version of the King County Comprehensive Emergency Management Plan. References include: Federal, State, and local codes and regulations as well as texts, plans, and widely used standards.

United States Governing Statutes and References

- Public Law 93-288, The Disaster Relief Act of 1974, as amended by Public Law 100-707, the Robert T. Stafford Disaster Relief and Emergency Assistance Act.
- Public Law 96-342, Improved Civil Defense Act of 1980,
- Public Law 99-499, the Community Right to Know Act, SARA Title III (Superfund Amendments and Reauthorization Act of 1986
- Public Law 920, Federal Civil Defense Act of 1950, as amended,
- 29 CFR, 33 CFR, 40 CFR, 49 CFR as relate to Hazardous Materials
- Title III, Superfund Amendments and Re-authorization Act of 1986. (changed to Emergency Planning, Community Right to Know Act)
- Title 47 USC 151, 154, 303,524,606 as related to FCC Rules and Regulations, Emergency Alert System
- 42 USC 264 Public Health and Welfare
- 11 CFR Part 11 as related to FCC Rules and Regulations, Emergency Alert System
- 29 CFR Part 1910.120
- 40 CFR Part 300; 355; 370
- 44 CFR Part 302.2(p)
- Presidential Decision Directive 39 (PDD-39), U.S. Policy on Counterterrorism  
<http://www.fas.org/irp/offdocs/>
- National Response Framework
- National Response Plan
- The Federal Response Plan, For Public Law 93-288, April 1992
- National Emergency Management Assistance Compact
- Department of Homeland Security Act of 2002 by President George W. Bush, June 2002
- US Government Interagency Domestic Terrorism Concept of Operations Plan
- U.S. Coast Guard Maritime Strategy for Homeland Security, Coast Guard Publication 3-01, December 2002
- Thirteenth Coast Guard District Contingency Operation Plan 9830-00 (OPLAN 9830-00)
- Homeland Security Presidential Directives (HSPD) #5- Management of Domestic Incidents (NIMS)
- Homeland Security Act of 2002
- US Government Interagency Domestic Terrorism Concept of Operations Plan
- US Code: Title 42, Chapter 116 Section 11003 a-g
- Pets Evacuation and Transportation Standards (PETS) Act of 2006 (HR 3858)

- FEMA Disaster Assistance Policy 9523.19-Eligible Costs Related to Pet Evacuation And Sheltering, October 24, 2007.
- FEMA, Guide for All-Hazard Emergency Operations Planning (SLG-101)
- Emergency Planning & Community Right-To-Know Act Sections 301-303
- Code of Federal Regulations Title 44, Part 205 and 205.16.
- Public Law 920, Federal Civil Defense Act of 1950, as amended.
- Public Law 100-707, Robert T. Stafford Disaster Relief and Emergency Assistance Act.
- Public Law 93-288, Disaster Relief Act of 1974, as amended.
- Public Law 96-342, Improved Civil Defense 1980.
- Public Law 99-499, Superfund Amendments and Reauthorization Act (SARA) of 1986, Title III, Emergency Planning Community Right-to-Know Act (EPCRA).
- Public Law 105-19, Volunteer Protection Act of 1997.
- Homeland Security Act of 2002.
- Homeland Security Presidential Directive/HSPD-5.
- Homeland Security Presidential Directive/HSPD-8.
- National Response Plan of 2004, with Notice of Change amendments from 2006.
- Pets Evacuation and Transportation Standards Act of 2006.
- Americans with Disabilities Act (ADA).
- Pets Evacuation and Transportation Standards Act of 2006
- Title 47 U.S.C. 151, 154 (i) & (o), 303 ®, 524 (g) & 606; and 47 C.F.R. Part 11, FCC Rules & Regulations, Emergency Alert System.

#### Washington State Governing Statutes and References

- Revised Code of Washington (RCW) 4.24.480
- Revised Code of Washington (RCW) 90.48
- Revised Code of Washington (RCW) 90.56
- Revised Code of Washington (RCW) 24.310
- Revised Code of Washington (RCW) 49.70
- Revised Code of Washington (RCW) 69.50.511
- Revised Code of Washington (RCW) 18.39
- Revised Code of Washington (RCW) 18.71
- Revised Code of Washington (RCW) 18.73
- Revised Code of Washington (RCW) 36.39
- Revised Code of Washington (RCW) 36.40
- Revised Code of Washington (RCW) 38.52, Emergency Management
- Revised Code of Washington (RCW) 39.34
- Revised Code of Washington (RCW) 43.20
- Revised Code of Washington (RCW) 68.08
- Revised Code of Washington (RCW) 47.68
- Revised Code of Washington (RCW) 68.50
- Revised Code of Washington (RCW) 68.52
- Revised Code of Washington (RCW) 70.02
- Revised Code of Washington (RCW) 70.05
- Revised Code of Washington (RCW) 70.102, Hazardous Substances Incidents

- Revised Code of Washington (RCW) 70.136, Hazardous Materials Incidents
- Revised Code of Washington (RCW) 70.168
- Revised Code of Washington (RCW) 70.58
- Revised Code of Washington (RCW) 4.24.314, Hazardous Materials - Responsible Party
- Washington State Administrative Code 118.30 Emergency Management
- Washington State Administrative Code 118.40 Community Right to Know Act
- Washington State Administrative Code 118.04 Emergency Worker Program
- Washington State Administrative Code 246-100 Communicable Diseases
- Washington State Administrative Code 246-500 Handling of Human Remains
- Washington State Administrative Code 296-62-3112
- Washington State Administrative Code 296-824
- Washington State Administrative Code 173.180D
- Washington State Administrative Code 173.181
- Washington State Administrative Code 173.303
- Washington State Administrative Code 308-48 Funeral Directors and Embalmers
- Washington State Administrative Code 468.200.
- Not Subject to Public Disclosure Act RCW 42.17.310(1)(ww), RCW 42.17.250 et seq.
- Washington State Emergency Management Division revised Sandbag Bulk Distribution/Storage & Emergency Usage Policy
- Washington Hazard Identification and Vulnerability Assessment (HIVA), April, 2001, (exempt from disclosure under RCW 42.17.310(1)(ww) of the Public Disclosure Act, RCW 42.56.420 et seq.)
- Omnibus Intercounty Mutual Aid agreement
- Chapter 38.08, RCW, Powers and Duties of Governor.
- Chapter 38.12, RCW, Militia Officers.
- Chapter 38.54, RCW, Fire Mobilization.
- Chapter 35.33.081 and 35.33.101, RCW, as amended.
- Chapter 34.05, RCW, Administrative Procedures Act.
- Chapter 43.06, RCW, Governor's Emergency Powers.
- Chapter 43.105, RCW, Washington State Information Services Board (ISB).
- Title 118, WAC, Military Department, Emergency Management.

#### King County Governing Statutes and References

- Basic Responsibilities of King County Departments
- Chapter Disaster Response Plan for American Red Cross Serving King & Kitsap Counties
- Growth Management Act
- King County Code 1.28
- King County Code 2.26
- King County Code 2.56, Emergency Management
- King County Code 12.52, Emergency Powers
- The King County Charter, and County Code 1.28
- The King County Charter, and County Code, 2.16
- King County Code 4.16
- King County Ordinance 12163, Emergency Management Procedures including Emergency Purchases Authorization, Contract Waivers, Emergency Powers, Continuity of Government

- King County Code 10.80, Seattle/King County Health Department
- King County Board of Health Title 10, Solid Waste Regulation, Chapter 10.80
- King County Comprehensive Plan.
- King County OEM Duty Officer Book
- King County Emergency Coordination Center Procedures Manual (2002)
- King County ECC Support Team SOP
- King County Fire Resource Plan
- King County Joint Information Center Procedures Manual dtd 2/05.
- K.C.C. Title 17.04
- King County Title 15, Airport
- Local Emergency Management Plans within King County
- King County regional Disaster Plan for Private and Public Organizations
- King County Sheriff's Office General Orders Manual
- K.C. Public Works Roads Maintenance, Emergency Earthquake Response Plan (Draft), April 12, 1995
- K.C. Department of Metropolitan Services, Transit Department, Transit Disaster Plan, December 1994
- King County International Airport Certification Manual
- King County International Airport – Airport Emergency Plan March 7, 2007
- K.C. Department of Public Safety, Air Support and Marine Unit Standard Operating Procedures (SOP)
- South Puget Sound Regional Fire Defense Plan
- Regional Hazard Mitigation Plan and Hazard Identification Vulnerability Analysis (HIVA) for King County, March, 2006,(exempt from disclosure under RCW 42.17.310(1)(ww) of the Public Disclosure Act, RCW 42.17.250 et seq.)
- King County Emergency Coordination Center Procedures Manual
- Region 6 (King County) Regional Hospital Plan-Preparedness & Response for Bio-Terrorism Plan
- Regional Disaster Plan for Public and Private Organizations in King County, Omnibus Financial And Legal Agreement (Mutual Aid Contract)
- King County Code 12.52, Emergency Powers (check!!)
- King County Code 2.56, Emergency Management
- King County Code 4.16.050, Emergency Purchases
- KCC 296-24-567, KC Facility Evacuation Plans
- King County Emergency Management Plan
- Snohomish County Emergency Management Plan
- Regional Disaster Plan for Public and Private Organizations in King County
- King County OEM Evacuation Template
- King County Sheriff's Office Procedures Manual, February, 1996
- Seattle Municipal Code 10.02
- Seattle Municipal Code 10.26
- Seattle Municipal Code 12a.26

- King County Executive Order ACO 8-1-7 (A-EO) Delegated Line of Succession
- King County Emergency Procurement Ordinance #12163
- King County Motion 12645 - Protocol for Responding to Reports of Naturally-Occurring Large Wood in Navigable Rivers and Streams, Appendix D

King County Department of Natural Resources and Parks

- DNRP Continuity of Operations Plan
- DNRP Emergency Communications Protocols
- DNRP Emergency Quick Reference Sheet
- DNRP Geographic Information System Center Disaster Recovery Plan

King County Solid Waste Division

- Management Emergency Response Reference Guide (provides materials to management and supervisors for call out, staff response, facility layouts, vendor contacts, line of succession for the Department of Natural Resources and Parks (DNRP), and all divisions within DNRP and the King County Department of Transportation)
- Solid Waste Division Hazardous Materials Emergency Response Site Plans (provides policy and procedures for hazardous materials emergency response at Solid Waste Division sites)
- Emergency Response Quick Reference Guides for Cedar Hills Regional Landfill, Transfer Station Operators, Scale Operators and Truck Drivers (provides first response step-by-step procedures for handling specific types of emergency situations)
- Free Disposal Motions and Ordinances as needed (The DNRP Department Director or King County Executive confer with Council. Council makes the decision to pass a motion or ordinance for free disposal generally one week after an event.)
- Solid Waste Division Transfer Stations and Landfills Operations and Maintenance Site Plans
- Waste Acceptance Policy Guidelines
- Washington State Solid Waste Handling Standards (WAC 173-350)
- Washington State Criteria for Municipal Solid Waste Landfills (WAC 173-351)
- Environmental Protection Agency (EPA) Resource Conservation and Recovery Act (RCRA) Subtitle D
- National Pollutant Discharge Elimination System (NPDES)
- Seattle King County Health Department Title 10
- Solid Waste Division Disaster Recovery Plan (Draft)

King County Water and Land Resources Division

- The 2006 King County Flood Hazard Management Plan
- The Flood Warning Instruction Book (updated annually)
- King County's Public Assistance Policies During Floods
- Drainage Emergency Response Protocols
- KC DOT Roads Division Regional Road Maintenance ESA Program Guidelines

#### Wastewater Treatment Division

- Wastewater Treatment Division Emergency Response Plan
- Wastewater Treatment Division Overflow Manual
- National Pollutant Discharge Elimination System (NPDES) Permits:
  1. South Treatment Plant in Renton - WA-002958-1
  2. West Point Treatment Plant in Seattle - WA-002918-1
  3. Vashon Treatment Plant – WA-002252-7
  4. Carnation Treatment Plant – WA-003218-2

#### Plan References

- ARES/Medical Services Team Plan
- Disaster Assistance for Local Government, June 1996
- Central Region EMS and Trauma Council Communication Plan
- King County Multiple Casualty Incident Response Plan
- King County Parks and Recreation Emergency Response Plan
- Region 6 Homeland Security Strategic Plan
- Regional Hospital Emergency Response Plan
- Regional Disaster Plan
- Regional Disaster Plan for Public & Private Organizations in KC WA.
- Washington State Comprehensive Emergency Management Plan
- Washington State Comprehensive Emergency Management Plan, Annex A, Terrorism (Not subject to public disclosure)
- Washington State Fire Mobilization Plan
- Integrated Fixed Facility Radiological And Chemical Protection Plan
- Northwest Area Contingency Plan, Washington State Department of Ecology, 1996
- King County Local Emergency Planning Committee (LEPC) Hazardous Materials Emergency Resource Plan, King County LEPC, 2008
- Vital Records and Disaster Recovery Guidelines (King County 3/96)
- Endangered Species Act (ESA) King County Policy Guidance document (2001)
- Americans with Disabilities Act
- American Red Cross Regulations 3000, 3030
- American Red Cross of King-Kitsap County Weapons Mass Destruction/Terrorism Annex to Chapter Disaster Response Plan
- Seattle-King County Mass Casualty Incident Plan (MCI)
- Interlocal Agreement for Joint Participation in Homeland Security and Emergency Preparedness Programs (TriCounty Agreement between King, Pierce, and Snohomish Counties)  
<http://mkcclegisearch.metrokc.gov/legistarweb>
- King County Homeland Security Policy Motion #11728  
<http://mkcclegisearch.metrokc.gov/legistarweb>
- Individual emergency and terrorism plans for King County cities, special purpose districts, public and private organizations (Not Subject to Public Disclosure)
- Regional Hazard Mitigation Plan for King County
- Washington State Comprehensive Emergency Management Plan, Annex A, Terrorism (Not Subject to Public Disclosure)

- State Fire Mobilization Plan (<http://emd.wa.gov/>)
- State Law Enforcement Mobilization Plan (in development)
- Homeland Security Act of 2002, Public Act 107-296
- Homeland Security Presidential Directives (HSPD) <http://www.whitehouse.gov/>
- Presidential Decision Directive (PDD)- 39 U.S. Policy on Counterterrorism <http://www.fas.org/>
- PDD-62 Protection Against Unconventional Threats to Homeland and Americans Overseas <http://www.fas.org/>
- Public Law 920, Federal Civil Defense Act of 1950, as amended
- Public Law 96-342, Improved Civil Defense 1980 Public Law 99-499 (Superfund Amendments and Reauthorization Act of 1986)
- Title 18, USC, Section 2332a, Weapons of Mass Destruction <http://uscode.house.gov/>
- Title 18, USC, Sections 175-178, Biological Weapons Anti-Terrorism Act (BWAT) <http://uscode.house.gov/>
- H.R. 5005, The Homeland Security Act of 2002 <http://www.dhs.gov/>
- Initial National Response Plan <http://www.dhs.gov/>
- US Government Interagency Domestic Terrorism Concept of Operations Plan <http://www.fbi.gov/publications/>
- U.S. Coast Guard Maritime Strategy for Homeland Security, Coast Guard Publication 3-01, December 2002 (Not Subject to Public Disclosure)
- Thirteenth Coast Guard District Contingency Operation Plan 9830-00 (OPLAN 9830-00)
- Region 6 (King County) Regional Hospital Plan-Preparedness & Response for Bio-Terrorism Plan
- Seattle-King County Mass Casualty Incident Plan (MCI)
- Washington State Fire Mobilization Plan
- Integrated Fixed Facility Radiological And Chemical Protection Plan
- Presidential Decision Directive 39 (PDD-39), U.S. Policy on Counterterrorism <http://www.fas.org/irp/offdocs/>
- US Government Interagency Domestic Terrorism Concept of Operations Plan
- Clark County Terrorism Incident Annex (public version)
- Snohomish County Terrorism Incident Annex (public version)
- American Red Cross of King-Kitsap County Weapons Mass Destruction/Terrorism Annex to Chapter Disaster Response Plan
- Department of Homeland Security by President George W. Bush, June 2002 <http://www.whitehouse.gov/deptofhomeland/>
- National Response Framework – Terrorism Incident Annex <http://www.fema.gov/emergency/nrf/>
- National Incident Management System- <http://www.fema.gov/emergency/nims/>
- Leading from the Front: Law Enforcement's Role in Combating and Preparing for Domestic Terrorism
- U.S. Coast Guard Maritime Strategy for Homeland Security, Coast Guard Publication 3-01, December 2002
- Thirteenth Coast Guard District Contingency Operation Plan 9830-00 (OPLAN 9830-00)
- Homeland Security Presidential Directives <http://www.whitehouse.gov/news/>
- Public Health Emergency Operations Plan



- Alternative Care Facilities Plan (medical sheltering)
- King County Medical Examiner Mass Fatality Management Plan
- Strategic National Stockpile Activation Plan
- Pandemic Influenza Response Plan
- Bioterrorism Surveillance and Epidemiology Response Plan
- Isolation and Quarantine Response Plan
- King County Regional Medical Evacuation and Patient Tracking Mutual Aid Plan
- Environmental Health Emergency Response Plan

#### Text References

- Disaster Assistance: A Guide to Recovery Programs (FEMA 1995)
  - Earthquake Recovery: Survival Manual for Local Government (California/1993)
  - Public Assistance Policy Digest (FEMA 1998)
  - Public Assistance Debris Management Guide (FEMA 1999)
  - Rapid Assessment Resource Guide, RG 250.7 (B), August 1995
  - Washington State Comprehensive Emergency Management Planning Guide, April 1996
  - Disaster Assistance Guide for Local Governments (Washington State EMD 6/96)
  - Disaster Assistance: A Guide to Recovery Programs (FEMA 1995)
  - Vital Records and Disaster Recovery Guidelines (King County 3/6/96)
  - Earthquake Recovery: Survival Manual for Local Government (California/1993)
- PL 93-288, as amended

#### Other Sources

- Article 80 Uniform Fire Code, 2000
- Agency for Toxic Substances and Disease Registry – Industrial Chemicals and Terrorism: Human Health Threat Analysis, Mitigation and Prevention
- Clark County Terrorism Incident Annex (public version)
- The Disability Resource Center: Emergency preparedness for special needs including disability specific tips. <http://www.disabilitypreparedness.gov/ppp/disabil.htm>
- Snohomish County Terrorism Incident Annex (public version)
- Family Voices. "Emergencies and Disasters: Keeping Children and Youth with Special Health Care Needs Safe". <http://www.familyvoices.org/info/emergencies.php>
- Children's Hospital Emergency Preparedness for Families of Children with Special Needs site: <http://www.cshcn.org/resources/EmergencyPreparedness.cfm#three>
- Leading from the Front: Law Enforcement's Role in Combating and Preparing for Domestic Terrorism <http://www.theiacp.org/documents/pdfs/Publications/>
- Emergency Procurement Card (P-Card) Memorandum of Understanding
- Emergency Management Institute
- WA State Emergency Management Division Course List
- Homeland Security Exercise & Evaluation Program (HSEEP)
- Department of Homeland Security (DHS) Course List

**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
APPENDIX 4  
TRAINING AND EXERCISES**

**PRIMARY AGENCY:** Department of Executive Services (DES)  
Office of Emergency Management

**SUPPORT AGENCIES:** All King County government agencies

**I. INTRODUCTION**

**A. Purpose**

The purpose of this appendix is to outline the emergency management training and exercise responsibilities of King County Departments. Through training and exercise the King County Emergency Coordination Center (KC ECC) improves operational readiness by increasing knowledge, skills, and coordination of response efforts.

**B. Scope**

All Emergency Support Functions (ESFs) identified in the King County Comprehensive Emergency Management Plan will be subject to tests, trainings, and exercises established under this annex. In addition, municipal, state, federal, volunteers, and private sector organizations will be included periodically inasmuch as they are available to augment local capabilities in actual emergency situations.

Exercising is the principle methods of validating King County's capability to implement its emergency management plan and perform to the functional standards set by the Federal Emergency Management Agency (FEMA).

**II. POLICIES**

KC OEM delivers a range of training classes to enhance the emergency planning and response capabilities of King County elected officials, department directors, managers, and employees, special purpose districts, businesses, emergency workers, and the public.

**III. ASSUMPTIONS**

- Training and exercise functions are ongoing and independent of the threat or onset of an emergency or disaster.
- Training and exercising are preparedness activities and should be designed to validate and enhance the County's response and recovery abilities. Training and exercises are necessary to maintain the ability to operate efficiently and effectively.

- Necessary training will be made available to all county personnel as soon and as possible after ESF assignments are completed or revised.
- Necessary training will be made available to all personnel as soon as possible after assignment to support the Emergency Coordination Center.
- Municipal, state, federal, volunteer, and private sector organizations will be available to augment and participate in local training capabilities.
- Training and exercises related to the activation and support of the Emergency Coordination Center will be planned for, scheduled, and conducted on a regular basis.

#### **IV. CONCEPT OF OPERATIONS**

The exercises and training course offerings sponsored by KC OEM will be based on current needs and part of a systemic effort to further the emergency readiness of King County government, the public, and organizations based in King County. Exercises and trainings will be evaluated and reviewed annually for effectiveness.

- Exercises will be conducted utilizing the Homeland Security Exercise Evaluation Program (HSEEP).
- Training courses will be evaluated to identify areas of improvement and future training needs. The Department of Homeland Security (DHS) catalog of training courses will be the primary source of courses.

During non activation times, a person or organization seeking training may call the KC OEM to seek information about available trainings or training resources. KC OEM will provide training programs when expertise and resources are available, or refer the request to appropriate resource.

External sources of training include but are not limited to:

FEMA's Emergency Management Institute  
Washington State Emergency Management Division  
The American Red Cross  
Private Consultants

#### **V. RESPONSIBILITIES**

##### **King County Office of Emergency Management**

KC OEM is the focal point for exercises that test and evaluate the King County Emergency Management Plan. KC OEM develops and coordinates an exercise program and facilitates the training that is necessary to orient King County agencies to the King County Emergency Management Plan.

**King County Office of Emergency Management shall:**

- Provide training to King County Departments, public and/or private organizations, and individuals as resources are available.
- Coordinate the acquisition and distribution of emergency training course materials.
- Assist King County government departments in preparing and conducting training and exercises.
- Coordinate and facilitate an exercise program that involves at least one functional or full-scale exercise involving King County departments at least once a year.
- Provide a KC OEM after action report with recommendations for improvements for all exercises KC OEM participates in.

**Each King County Department shall:**

- Ensure that KC ECC representatives have attended training as requested by KC OEM to function effectively in the KC ECC.
- Designate employees to coordinate emergency management training programs with KC OEM staff.
- Determine department exercise schedule in coordination with KC OEM staff.
- Participate in KC OEM facilitated exercises with policy and operational response and recovery issues.
- Evaluate all exercises and revise department plans and procedures based on the areas for improvement discovered through the exercise.

## **VI. RESOURCE REQUIREMENTS**

Requirements will be course and exercise specific, however staff support applies to all events. Additional resources may include, funding, logistics, planning, and documentation.

## **VII. REFERENCES**

FEMA Emergency Management Institute  
Homeland Security Exercise & Evaluation Program (HSEEP)  
Department of Homeland Security (DHS) Course List

## **VIII. TERMS & DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms

**KING COUNTY, WASHINGTON  
COMPREHENSIVE EMERGENCY MANAGEMENT PLAN  
APPENDIX 5  
DISTRIBUTION LIST**

The following lists recipients of the King County Comprehensive Emergency Management Plan, December 2010 version:

King County Executive  
King County Sheriff  
King County government Department and Division Directors  
King County government Line of Succession  
Washington Emergency Management Division

**This plan is also posted at the King County web site at:  
<http://www.kingcounty.gov/prepare/CEMP>**

# **KING COUNTY, WASHINGTON COMPREHENSIVE EMERGENCY MANAGEMENT PLAN BASIC PLAN**

## **INTRODUCTION**

### **A. Mission**

In the event of natural, terrorist or technological disasters, it is the policy of the government of King County in Washington State, to provide the emergency organization and resources to minimize loss of life, protect public property, and facilitate continuity of government services, the economy, and the environment in King County. Additionally, King County government will provide support to other cities and special purpose districts within King County if resources are available.

### **B. Purpose:**

The purpose of the King County Comprehensive Emergency Management Plan (CEMP) is to establish a comprehensive, all-hazards approach to incident management across a spectrum of activities including mitigation, prevention, preparedness, response, and recovery. It describes capabilities and resources, and establishes responsibilities, operational processes, and protocols to help protect the County from terrorist attacks and other natural and human-made hazards.

This Plan will help ensure continued operation and continuity of King County government and its functions during and after emergencies or disasters, and ensure the preservation of public records essential to the continued operations of King County Government. King County government priorities for this CEMP are life safety, protection of public property, government services, the economy, and the environment.

The King County CEMP uses the National Incident Management System (NIMS) and is an all-hazards plan that provides the structure and mechanisms for policy and operational coordination for incident management. Consistent with the model provided in the National Response Framework (NRF) and NIMS, the CEMP can be partially or fully implemented in the context of a threat, or anticipation of or response to a significant incident or event. Selective implementation through the activation of one or more of the Emergency Support Functions (ESFs) or Annexes allows maximum flexibility in responding to and recovering from an incident, meeting the unique operational and information-sharing requirements of the situation at hand, and enabling effective interaction between various county and non-county entities. This plan will facilitate restoration of basic county government operations and services following emergencies or disasters.

### **C. Scope:**

The CEMP is applicable to all county departments and agencies, including the executive, legislative, and judicial branches, that may be requested to provide assistance or conduct operations in the context of actual or potential disasters or events, in anticipation of or in response to threats or acts of terrorism, major disasters, and other emergencies. The CEMP also provides the basis to initiate long-term community recovery and mitigation activities.

Due to the size and complexity of King County, the plan has a direct service application to King County unincorporated residents. Jurisdictions and Indian Tribes in King County, as separate political entities, may be assisted if resources are available. This plan details emergency management responsibilities of County government and selected agencies and speaks to what those organizations can and cannot provide. The King County Office of Emergency Management (OEM) will maintain, publish and distribute this Basic Plan and Emergency Support Functions (ESFs) in accordance with HSPD 5-NIMS requirements and State Law RCW 38.52.

### **D. Organization:**

Protection of life and public property, public safety and health are the primary concerns of King County Government. Incorporated jurisdictions will perform emergency management functions within their jurisdictional boundaries as mandated by RCW 38.52.070. Local government may conduct such functions outside such territorial limits as may be required pursuant to RCW 38.52 as amended, and current resolutions, ordinances, and mutual aid agreements. See Figure 1, King County Organization Chart, for King County government organizational structure.

## **II. POLICIES**

### **A. Authorities**

Various governmental statutory authorities and policies provide the basis for actions and activities in the context of domestic incident management. The CEMP uses the foundation provided by the National Response Framework, the Homeland Security Act of 2002, Homeland Security Presidential Directive (HSPD) 5-Management of Domestic Incidents, and the Robert T. Stafford Disaster Relief and Emergency Assistance Act (Stafford Act), as well as State and local laws (RCW 38.52, WAC 118-30, KCC 12163) to provide a comprehensive, all-hazards approach to incident management. Nothing in the CEMP alters the existing authorities of individual County departments and agencies.

Pursuant to the Revised Code of Washington (RCW) 38.52 and local law King County Code (KCC) 2.56.040 B.3, this Comprehensive Emergency Management Plan establishes the coordinating structures,

processes, and protocols required to integrate the specific statutory and policy authorities of various King County departments and agencies in a collective framework for action to include mitigation, preparedness, response, and recovery activities. The King County Executive may choose to invoke the emergency powers and rendering of mutual aid granted to him/her under King County Code, Chapter 12.52.

Emergency management in King County is established by state law, RCW 38.52. Other state and county laws and ordinances provide guidelines for how emergency management conducts business during disasters and emergencies. See Appendix 3, Authorities & References, for a summary of key statutes, Executive orders, and Presidential directives that provide additional authority and policy direction relevant to domestic incident management.

The CEMP may be used in conjunction with other County, State, City, or Federal incident management and emergency operations plans developed under these and other authorities as well as, the “Regional Disaster Plan for Public and Private Organizations in King County” [hereby known as the Regional Disaster Plan (RDP)], and Memorandums Of Understanding (MOUs), Memorandums of Agreement (MOAs) or Service Level Agreements (SLAs) among various County agencies.

## **B. Assignment of Responsibilities**

King County Government has the primary responsibility for disaster mitigation/prevention, preparedness, response, and recovery for unincorporated King County and King County government departments.

Municipal governments, tribes, and special purpose districts are responsible for providing such services within their jurisdictions, except where contracts or agreements with the County are in place for such services.

The King County Executive may respond with County resources to requests for assistance from cities and special purpose districts when lives or public property are at stake and if County resources are available.

During a large scale incident with wide spread regional impacts, the King County Office of Emergency Management will serve at the primary coordination point for resource management, information sharing, and escalation of requests for support from local, tribal, private sector, and non-profit emergency management partners to State and Federal emergency management agencies.



## **Limitations**

No guarantee of a perfect response system is expressed or implied by this plan or any of its Appendices, Emergency Support Functions (ESFs), Implementing Instructions, or Procedures. Since King County government assets and systems are vulnerable to natural and technological disaster, they may be overwhelmed. King County can only attempt to make every reasonable effort to respond based on the situation, information, and resources available at the time of the disaster.

In the event of severe devastation throughout the Puget Sound Region and/or county, fundamental resources such as water, food, first aid supplies, utilities, fuel, shelter, sanitation supplies, and basic survival supplies may be needed. King County does not have sufficient supplies and equipment on hand for an extended response.

Arrival of state and/or federal assistance may be delayed for several days after an incident.

The disaster response and relief activities of King County government may be limited by:

- Inability of the general citizenry to be self-sufficient for more than three days without additional supplies of food, water, medical, and shelter resources.
- Lack of police, fire, emergency medical, public works, water supply, regional transportation, and sewage treatment services response due to damage to facilities and equipment, and shortages of personnel.
- The shortage of critical drugs and medicines at medical facilities and clinics due to reduced emergency storage capacities.
- The shortage of trained response personnel and equipment to respond to requests for assistance for fire, emergency medical, police, public works, and hazardous materials releases. The impact of these shortages may be felt immediately because of increased need and the necessity for twenty-four hour operations sustained over long periods of time.
- Damage to lifelines such as road, rail, air transportation routes, seaport terminals, utilities, petroleum pipelines, and communications networks.
- Normal distribution of resources may be curtailed or reduced, impacting on the social, and economic infrastructure of the County.
- There may be damage to responder communications due to equipment damage or overloading of landline and cellular telephone lines into 911 centers.
- Large movements of people as refugees into King County will stress all resource systems, particularly shelter, food, water, and medical.
- The majority of the population in unincorporated King County reside in rural residential areas, and not in cities.

### **III. SITUATION**

#### **A. Disaster Conditions and Hazards**

Because of King County's location on the western slopes of the Cascade mountains and the eastern shore of the Puget Sound, King County is vulnerable to the effects of natural and technological hazards. Natural hazards are defined as events that are caused by nature and include earthquakes, tsunamis and seiches, volcanic activity, floods, severe weather events, fires, and landslides. Technological hazards are defined as events that are caused by people and refer to transportation accidents, hazardous materials releases, domestic and international terrorism, riots, dam failures, aircraft crashes, urban fires, and resource shortages in utilities, communications, food or energy products. Information concerning risk analysis of the county are contained in the 'State of Washington Hazard Identification and Vulnerability Assessment' (HIVA) dated April 2001 and the King County HIVA dated March 2006.

#### **B. Planning Assumptions**

The CEMP is based on the planning assumptions and considerations presented in this section:

- Incidents are typically managed at the lowest possible geographic, organizational, and jurisdictional level.
- Incident management activities will be initiated and conducted using the principles contained in the NIMS.
- A disaster incident will require the King County Office of Emergency Management to coordinate King County Government's response and/or resources, and may:
  - Occur at any time with little or no warning in the context of a general or specific threat or hazard;
  - Require significant information-sharing across multiple jurisdictions and between the public and private sectors;
  - Involve single or multiple geographic areas;
  - Span the spectrum of incident management to include mitigation/prevention, preparedness, response, and recovery;
  - Involve multiple, highly varied hazards or threats on a local, regional, or national scale;
  - Result in numerous casualties, fatalities, displaced people, property loss, disruption of normal life support systems, essential public services, and basic infrastructure, and significant damage to the environment;
  - Impact critical infrastructure across sectors;
  - Overwhelm capabilities of State, local, and tribal governments, and private-sector

infrastructure owners and operators;

- Require extremely short-notice County asset coordination and response timelines;
- Require prolonged, sustained incident management operations and support activities.
- Special purpose jurisdictions (fire, school, drainage, water and sewer, hospital, flood control districts, Port of Seattle), and Indian tribes, will develop mitigation, preparedness, response and recovery planning, and capabilities for their own jurisdictions.
- The Executive may respond with County resources to requests for assistance from cities, tribes, and special purpose districts when lives or public property are at stake, and resources permit.
- The Executive may choose to invoke the emergency powers granted to him/her under King County Code Chapter 12.52.
- King County uses a mix of landline and cellular telephone systems as well as several radio systems (including the countywide 800 MHz trunked radio system and the transit radio system) to meet its primary communications needs. These systems may suffer physical disruption due to loss of staff or may become loaded beyond their designed capacities.
- Emergency plans and procedures have been prepared by those emergency response agencies having primary operational responsibilities and should be routinely evaluated and updated.
- Some emergencies or disasters will occur with enough warning that appropriate notification will be achieved to ensure some level of preparation. Other situations will occur with no advanced warning.
- King County government may be unable to satisfy all emergency resource requests during a major emergency or disaster.
- King County residents, businesses, and industry will have to use their own resources and be self-sufficient following a disaster or incident for a *minimum* of three days, and most likely much longer.
- Re-establishment of government essential functions and basic infrastructure, such as utilities, transportation, and the economy, will be critical to returning to a “normal” situation.
- Incorporated jurisdictions (cities), in King County will comply with the intent of RCW 38.52 and will provide emergency management functions for their jurisdiction.
- A free market economy and existing distribution systems will be maintained as the primary means for continuing operation of the County’s economic and private sector systems. Normal business procedures may require modification to provide essential resources and services.
- Due to transportation limitations, disaster response services and supporting resources will be those locally available for the initial three days or more after the occurrence.
- Emergency medical facilities will be overloaded and a shortage of supplies will exist.
- Shortages of emergency response personnel will exist, creating the need for auxiliary fire, police, search and rescue, emergency medical, transit, and public works personnel. Private sector support will be needed to augment government disaster response and recovery efforts.
- Technological disasters may occur at any time. The initial response to these incidents will be

by emergency responders (fire, police, emergency medical, and public works). Specialized hazardous materials response teams may be overloaded by multiple incidents. Disasters occurring near or across jurisdictional borders will require multi-jurisdictional coordination, communications, and/or response.

- Terrorist attacks upon the U. S. are possible and it is assumed that military and governmental centers, with concentrations of industry and population, will be principal targets.

## **IV. CONCEPT OF OPERATIONS**

### **A. General**

King County government is responsible for providing emergency management services to its executive, legislative and judicial branches and unincorporated King County. City and tribal jurisdictions are responsible for emergency management services within their jurisdictional and tribal land boundaries. King County is geographically divided into three fire/emergency coordination zones and these zones are responsible for resource coordination functions.

The King County Emergency Coordination Center (ECC) is the focal point of the emergency management organization in King County Government (figure 2). Prior to a disaster or emergency, mitigation and preparedness activities are the responsibility of each county department and supporting agency. During emergency and disaster incidents, the King County ECC will include all County department representatives as needed, and selected representatives of other support agencies within the County. Those support agencies consist of organizations like the American Red Cross and Salvation Army; King County Zone Coordination liaisons, incorporated city's fire, police and public works organizations; special purpose districts and utilities. During large events or incidents, liaison personnel from selected cities, Washington State and Federal agencies may be in the King County ECC.

During disasters or emergencies, the need for rapid decisions and actions require that emergency management plans and procedures replace normal King County policies and procedures. Emergency Powers may be used to ensure the safety of life, protect public property, the environment, and allow economic survival of the community.

Continuity of government is ensured through leadership succession, backup communications systems, alternate operational locations, and preservation of essential records.

## **B. Incident Management Concepts and Activities**

Protection of human life, public property, the economy and environment, are the primary concerns of County government. Local governments are mandated by law, and special purpose jurisdictions are advised to perform emergency management functions within their jurisdictional boundaries pursuant to RCW 38.52 as amended, and through current resolutions, ordinances, and mutual aid agreements.

Normal, day-to-day organizational structures and chains of command will be maintained insofar as possible in government and supporting organizations.

The government of King County and its employees, augmented by trained reserves, volunteers, and appointed emergency management officials, will take all possible action to respond to the effects of an emergency or disaster and expedite response and recovery. Top priority will be the preservation of human life.

The elected and appointed county officials, departments, and offices of the county and supporting organizations, agencies, or individuals, will retain their identity and autonomy but will function under this plan as an emergency organization under the direction of the County Executive. The essential activities of the emergency organization will be coordinated through the King County ECC. Emergency operations will be conducted on a 24-hour basis, as required.

Department plans and procedures will be used by supervisors and employees when carrying out essential activities necessary to the accomplishment of responsibilities assigned to county government offices and departments.

Other governmental entities within the county are responsible for ensuring effective operations and using all available resources, including mutual aid, to manage the emergency within their respective jurisdictions prior to requesting assistance from King County government.

County government will use local and mutual aid resources before requesting assistance from state government.

All public information disseminated to the news media on county government emergency operations and emergency services by county departments, offices, and elected or appointed officials, will be released only with the approval of the County Joint Information Center (JIC) to ensure release of compatible and accurate information.

When mutual aid is requested, the responsible requesting organization will be in charge of the resource(s) upon receipt unless the specific mutual aid agreements direct otherwise.

## **C. Direction and Control**

King County government is responsible for King County government services and unincorporated King County. See Figure 2, King County Emergency Management Linkage Chart, for the direct reporting and coordinating relationships between King County government, state and federal agencies, private business, and other political subdivisions. King County government manages disasters and events using the National Incident Management System (NIMS).

### **1. General**

King County Government:

The King County Emergency Coordination Center (ECC) is the facility used for direction and control and is managed by the Department of Executive Services, Office of Emergency Management (OEM). Within the ECC structure, personnel from county departments and involved agencies coordinate mitigation, preparedness, response, and recovery activities.

Direction and control of emergency management is the responsibility of the King County Executive who may delegate operational functions to department directors, designated personnel, or other county offices. Pursuant to RCW 38.52.070, the County Administrative Officer has been designated by the Executive (KCC 2.56.030) as the Emergency Management Director for King County government.

County officials will coordinate with federal, state, and local governments, and executive heads of other political subdivisions within King County to develop and implement efficient and effective mitigation, preparedness, response, and recovery from disasters and emergencies.

Liaisons are personnel from other organizations who do not have a direct response role but whose supporting role is critical to the county's actions to the event. Liaisons will be exchanged with other organizations whenever possible to assist with coordination.

Policy decisions affecting County government are made by the Executive or designee, who may work from the ECC or a location of their choice, maintaining close contact with ECC management. The Executive may choose to convene a group of advisors or may make decisions based on

information gathered by others. The ECC will be informed of all policy decisions. The King County Executive has the authority to make and sign a Proclamation of Emergency, which gives authority to use emergency powers. Those emergency powers generally include emergency purchasing and resource procurement. The County Administrative Officer (CAO), acting as the designated director of emergency management, is responsible for direction and control of county resources and the implementation of the King County Comprehensive Emergency Management Plan.

During a proclaimed emergency or disaster, coordination issues or operational decisions that significantly impact more than one department may be handled by personnel in the King County ECC. The OEM Director informs the executive's office of major events or incidents and decisions in regards to the disaster or emergency. In return, the Executive informs the ECC of all policy decisions concerning the event or incident.

The chief official of each county government department and office is responsible for providing qualified and trained personnel to the King County ECC and to their respective organizations to carry out essential activities assigned. Department directors shall assign representatives (four deep) to the Emergency Coordination Center for training and exercises, and during disaster incidents or events when requested. Specific equipment or materials that are not normally found in the ECC, but are necessary for coordinating activities, should be provided by the department to the ECC representative. A contact point for all emergency management activities will be provided when necessary in areas of mitigation, preparedness, response, and recovery.

Major decisions made at the department level will be transmitted to the ECC. Other agencies or departments may be impacted or may have similar issues to address. Because of the complexity of emergencies and disasters, county departments may be responsible for functions or operations that do not normally fall within their scope of responsibility, and will find that they must work closely with other public, volunteer, and private agencies to ensure success.

All county employees may be used during times of emergency and disaster as described in KCC 12.52.030, Emergency Powers, powers delineated.

## **2. Continuity of Government**

Pursuant to KCC 2.56.060, should a vacancy occur during or immediately following an emergency or disaster, the line of succession for the position of Executive is established by Executive Order. That succession takes place when an emergency proclamation is signed by the first available successor. If King County is already operating under an emergency proclamation when the vacancy occurs, the first available successor during times of disaster will occupy that position.

Directors of all county departments will designate successors to ensure continuity of leadership and operations. A line of succession at least four deep will be established for each department. Successors will be able to assume the roles and responsibilities for their department. A copy of each department's line of succession will be kept in the King County ECC.

In the event that a disaster reduces the number of county council members, those council members available for duty shall have full authority to act in all matters as the county council. Quorum requirements for the council shall be suspended for the period of the emergency or disaster, and where the affirmative vote of a specified proportion of the council is required for approval of an ordinance or other action, the same proportion of those council members available shall be sufficient. As soon as practicable, council members available shall act in accordance with the charter and state law to fill existing vacancies on the council.

Other elected officials of King County government shall designate temporary interim successors to their position should it become vacant during an emergency or disaster.

### **D. Emergency Coordination / Operations Facilities**

The primary King County government ECC is located at 3511 NE 2<sup>nd</sup> Street, Renton, Washington, 98056. At least one alternate ECC is designated in the event that the primary ECC is damaged or unusable following a disaster. Alternate ECC options will be used if necessary. Determination of which alternate ECC to use will be dependent on event size, location, severity, and damage levels.

Facilities Management Division will locate other locations if needed, and rent/lease an appropriate facility in coordination with the Office of Emergency Management.

King County departments should designate a central point for operations, such as a department operations center, during times of disaster and will coordinate activities with the King County ECC.



Alternate department emergency or operations centers may be activated to support operations depending on the incident.

### **E. Resource Prioritization Strategy and Concept**

Emergency management provides the means for coordinating resources and assets necessary to alleviate emergency or disaster impacts on residents and public entities. Coordination occurs with federal, state, tribal, and local jurisdictions as well as other special purpose districts, volunteer agencies, and private businesses.

Following an emergency or disaster, the King County ECC will coordinate resources to support County government operational departments, and unincorporated King County. In addition, the King County ECC will support coordination of resources with jurisdictions. The resource prioritization concept is to “do the most good for the most people”. Incorporated jurisdictions are responsible for their own resource management, in accordance with RCW 38.52. Special purpose districts are responsible for their own emergency response plans and resources. If the disaster is multi-jurisdictional in nature, King County ECC will assist affected jurisdictions that have legally proclaimed a disaster. Assistance will be with resource mobilization using mutual aid, public, and private sector resources to include local, state, and federal assets (see ESF-7 Resource Support).

The King County ECC will prioritize resource acquisition in order to provide and achieve the following services:

- Provide warning and support evacuations
- Support dissemination of emergency public information
- Reestablish communications to assist response actions
- Reestablish access to impacted areas & facilities
- Support search & rescue operations, transport of victims, and medical care
- Support Mass Care operations including food, water, shelters
- Assist with the restoration of critical infrastructure
- Protection of public property and the environment
- Initiation of short and long-term recovery programs

## **F. Mitigation, Prevention & Preparedness Activities**

All primary and support agencies of King County government will ensure that personnel, property, and equipment are protected from the effects of disasters by complying with the Responsibilities section of this Basic Plan, and that appropriate emergency procedures and operating plans address and comply with local, state, and federal response and recovery guidelines.

## **G. Response & Recovery Activities:**

Response and recovery activities are detailed in department/division procedures, Standard Operating Procedures and Guidelines, and appropriate state and federal recovery guidelines.

## **V. RESPONSIBILITIES**

This section discusses the roles and responsibilities of Federal, State, and local organizations involved in support of domestic incident management.

### **King County Government:**

King County government is responsible for its government services and providing them to unincorporated King County, as well as those jurisdictions that have contracted for King County government services for their cities.

### **Local Jurisdictions (cities, tribes, and special purpose districts):**

Municipal governments are responsible for providing mitigation, preparedness, response, and recovery within their jurisdictions, except where contracts or agreements with the County are in place for such services. Various response agencies are responsible for their own communications systems, such as Transit. The use of geographic divisions for King County (Emergency Coordination Zones) is integral to resource management for jurisdictions, tribes, and special purpose districts, and these zones are responsible for certain resource coordination functions. The Regional Disaster Plan For Public & Private Organizations and accompanying Omnibus Legal and Financial Agreement is a voluntary plan that defines the legal platform for voluntary resource sharing among King County jurisdictions, tribes, jurisdictions, and private sector signatories. Zones 1 and 3 have emergency coordinators, and the Seattle Office of Emergency Management serves as the Zone 5 coordination center. See Figure 2 for a current map of King County zones and jurisdictions.

Mutual aid agreements provide mechanisms to mobilize and employ resources from neighboring

jurisdictions to support the incident command. Mutual Aid agreements available to King County government include the Regional Disaster Plan Omnibus Legal and Financial Agreement (voluntary resource sharing among King County signatories), the Omnibus Intercounty Mutual Aid agreement (mutual aid between Washington State counties), and the National Emergency Management Assistance Compact (mutual aid between States). There are additional mutual aid agreements that other King County departments and organizations may be signatories to and can use when requested. When State resources are overwhelmed, the Governor may request Federal assistance under a Presidential disaster or emergency declaration.

#### **A. Role of the Federal Government**

The Federal Government, through the Federal Emergency Management Agency (FEMA), shall provide assistance to save lives and to protect property, the economy, and the environment. Federal response will be organized through the use of the National Response Framework and the National Incident Management System to facilitate the delivery of Federal response assistance to States to help them deal with the consequences of significant emergencies and disasters.

#### **B. Role of Washington State Government**

Washington State, through its Comprehensive Emergency Management Plan (CEMP), Emergency Management Division of the Washington Military Department, and Emergency Operations Center (EOC), coordinates all emergency management activities of the state to protect lives and property of the people, and preserve the environment. Further, the State will take appropriate actions to mitigate the effects of, prepare for, respond to, and recover from the impacts of emergencies or disasters.

The Washington State Governor is responsible for proclaiming an emergency or disaster and coordinating State resources to address the full spectrum of actions to mitigate, prevent, prepare for, respond to, and recover from incidents in an all-hazards context to include terrorism, natural disasters, accidents, and other contingencies.

State government departments are responsible for providing various services such as specialized skills, equipment, and resources, in support of state and local government emergency operations.

### **C. Role of King County Government**

The following are basic responsibilities for emergency management operations provided by and through King County government. Detailed responsibilities and essential activities are found in the appropriate emergency support functions (ESFs), and appendices to this document. Department level operating procedures detail how individual departments shall perform their responsibilities as delineated in this basic plan, the ESFs, and appendices.

Each department in King County government has the basic responsibilities in the four phases of emergency management: mitigation, preparedness, response, and recovery for King County government and unincorporated King County.

The Office of Emergency Management, subject to direction and control of the County Administrative Officer, will be responsible to the Executive for activating, establishing, and directing activities in the ECC and for coordinating emergency management programs for King County.

Many mitigation/prevention, preparedness, response, and recovery issues are identified in this Plan. Each County department is required to establish internal plans and procedures discussing how they will carry out assigned tasks as identified in this Plan. In addition to participating in training and exercise programs initiated by the Department of Executive Services, Office of Emergency Management, departments will conduct training and exercises on their own internal plans and procedures as they deem necessary. (See Appendix 4-Training, Drills and Exercise).

### **D. Basic Responsibilities: All King County Departments (executive, judicial, and legislative organizations) shall:**

#### *Mitigation/Preparedness:*

- Assign an executive level representative to the King County Government Emergency Management Executive Board.
- Identify Department Line of Succession at least four deep and provide this information to the King County Office of Emergency Management.
- Assign Department and Division ECC Representatives at least four deep to the ECC for training and during disaster events, and will provide this information to the King County Office of Emergency Management and update it on a quarterly basis.
- Ensure that Department and Division ECC Representatives and emergency management and response staff have taken the appropriate and required National Incident Management System (NIMS) training for NIMS compliance, and retain certification documents at the Department level for audit purposes.

- Develop Department and Division procedures that increase capabilities to respond to and recover from emergencies and disasters. These procedures may include the identification and notification of critical staff, planning for and allocating equipment and supplies, preparedness training of employees, and procurement and storage of emergency supplies.
- Develop a continuity of operations plan (COOP) disaster recovery plan that addresses the long-term restoration and continuity of services and facilities following an emergency or disaster.
- Inventory resources (equipment and teams) using the National Incident Management System (NIMS) Resource Typing categories and provide King County OEM with an inventory of these resources annually.
- Ensure that training is provided to employees for personal preparedness and readiness to respond to emergencies and disasters.
- Establish a disaster mitigation program to protect employees, facilities, equipment, and programs.
- Ensure that all employee work areas are safe, clear of equipment or supplies, that may compromise access/egress routes, and/or injure employees.
- Participate in emergency management training, drills, and exercises to test County plans and procedures.
- Train department employees on continuity of operations plans and procedures to ensure operational capabilities and facilitate an effective response.
- Ensure that equipment and tools are protected from seismic activity (computer and file server tie-downs, secure file cabinets, shelving, and storage areas, etc.).
- Ensure that adequate disaster supplies and equipment for a minimum of three days are budgeted, procured, and available for department staff.
- When appropriate, develop mutual support agreements with other similar or peer departments or organizations in other jurisdictions.
- Develop procedures to re-establish department operations, including notification of critical personnel, assessment of damage and resources, relocation of critical department functions, and estimated time to open for business.
- Develop procedures to document all costs of disaster response and recovery.

*Response & Recovery:*

- Provide Rapid Impact Assessment (RIA) information (see ESF-14-Long Term Community Recovery) to the King County ECC and incorporate information back into their Department/Division.
- Assign and set department priorities for the response and recovery phases of disasters impacting King County government.

- Ensure the effective coordination of emergency response and recovery operations for each department using the National Incident Management System (NIMS), and the Incident Command System (ICS).
- Ensure the establishment of department and division operational procedures and EOCs if needed.
- Provide support to other ESFs as outlined in the KC CEMP, when required.
- Provide resources and representatives to the King County ECC as requested.
- Provide public information officers or support personnel to the Joint Information Center (JIC) as required.
- Assist in collecting information and compiling data for operational reports necessary to emergency operations.
- Determine status and availability of department facilities, equipment, and personnel and report to the King County ECC any damage of department occupied facilities, equipment, or resources.
- Provide available department resources (supplies, equipment, services, personnel), as coordinated through the King County ECC.
- Provide staff and resources to other county departments and jurisdictions, if available.
- Support response and recovery activities as required.
- Track, summarize and report emergency purchases utilizing guidance from FBOD and FEMA.
- Return Department and Division activities to normal levels as soon as possible.

**The King County Executive shall:**

- Provide leadership and play a key role in communicating to the public disaster event information and directions.
- Formulate major policy decisions.
- Preserve the continuity of the executive branch of county government.
- Inform the public through the use of the Joint Information Center and media.
- Coordinate emergency operations and provide liaison, as required.
- Coordinate and manage the use of all available resources.
- Make emergency proclamations when needed.
- Request Mutual Aid and assistance from other counties or states when needed through the ECC.
- Request support from the Emergency Management Division of the Washington State Military Department.
- If necessary, request Federal assistance through the Governor of the State when the jurisdiction's capabilities have been exceeded or exhausted.
- Direct the implementation of emergency response and recovery plans.

**The King County Council shall:**

- Provide for continuity of the County Council in order to continue legislative duties.
- Pass ordinances and motions pursuant to emergency proclamations; and appropriate funds as needed for disaster mitigation, preparedness, response, and recovery.
- Conduct public meetings and actions to assist in reassuring and informing the public, and identify public needs.
- Provide for auditing of the emergency financial operations of county government and for emergency performance audits.
- Assist in public information and the dissemination of emergency information through County Council offices, coordinated with King County ECC, Joint Information Center (JIC), and Public Information Officers (PIOs) of affected jurisdictions.
- Direct citizen requests for assistance to appropriate governmental agencies.
- Provide public information officers, Civic Television (KCTV) personnel, or support personnel to the Joint Information Center (JIC) as required.

**Assessor, Department of Assessments, shall:**

- Coordinate and compile essential damage assessment information for County government and other County jurisdictions as requested.
- Assess property damage and provide information and assessments to the King County Emergency Coordination Center (ECC).
- Assist in the preparation of public information on property damage.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**The King County Prosecuting Attorney shall:**

- Advise county government officials on legal matters relating to emergency management authority and responsibility.
- Represent county government in all criminal and civil proceedings in which it may be a party, as a result of emergency planning and operations.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**Presiding Judge, District Courts, shall:**

- Provide for continuity of Court operations.
- Continue to operate the County courts as efficiently as possible in order to maintain due process of law in civil and criminal justice matters.
- Perform coordination with other Divisions, Community and Human Services, Prosecuting Attorney, and Adult and Juvenile Detention to ensure efficient trial operations.

- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**Presiding Judge, Superior Court shall:**

- Provide for continuity of Court operations.
- Continue to operate Superior courts as efficiently as possible in order to maintain due process of law in civil and criminal justice matters.
- Perform proper coordination with other Divisions, Judicial Administration, Community and Human Services, Prosecuting Attorney, and Adult and Juvenile Detention to insure efficient trial operations.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**Director, Office of Management and Budget shall:**

- Provide assistance in the preparation of County government emergency operating reports by providing budgetary, fiscal, and program development analysis and data relevant to emergency operations and management provided by County government.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**County Administrative Officer (CAO), Department of Executive Services (DES), shall:**

- Function as the King County Emergency Management Director and provide emergency management functions in accordance with RCW 38.52, KCC 2.56.030 and NIMS when appropriate.
- Direct the use of the King County ECC.
- Provide personnel, equipment, and resources to adequately support the King County OEM, and ensure the efficient support of King County government.
- Provide assistance in emergency budgetary and financial management.
- Provide assistance in analyzing emergency planning on issues affecting county emergency management.
- Provide for internal cash and system financial auditing of county departments and offices, as required to maintain the continuous provision of emergency management functions.
- Perform major administrative decisions necessary for the continuity of county government.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).



**Director, Office of Emergency Management shall:**

- Lead and manage the King County ECC in accordance with established procedures and protocols in accordance with NIMS when appropriate.
- Advise and assist county officials on direction and control of emergency operations and act as liaison with appropriate organizations, as requested.
- Represent King County Government as coordinating agent and prepare requests for emergency resources from Washington State Emergency Management or Federal agencies.
- Provide advice and assistance for the preparation and dissemination of emergency information.
- Collect emergency operations information, analyze data, and prepare operational reports.
- Coordinate with the Office of Information Resource Management to ensure that a system of communications is in place that is capable of meeting the emergency operations requirements of county government.
- Maintain, operate, coordinate, and recommend the appropriate use of public warning systems as it pertains to King County.
- Advise executive heads of political subdivisions within the county on direction and control of their emergency operations, and coordination with county operations and plans.
- Act as Applicant Agent for King County Government in the recovery process following a Presidential declared disaster. Advise county officials on emergency administrative and recovery procedures and requirements.
- Develop and coordinate the preparation and use of emergency plans necessary to county governments accomplishing essential emergency management phases of mitigation, preparedness, response, and recovery.
- Advise and assist county officials in obtaining and using military support to civil authority.
- Continue to meet contractual obligations specified in contracts with King County PSAPs (Public Safety Answering Points).
- Coordinate between telephone companies and the PSAPs to assure high quality and continuous operation of the E-911 system, and the timely restoration of E-911 services in the event of service disruptions.
- Manage and coordinate the Joint Information Center (JIC).

**Division Director, Human Resources Division shall:**

- Support the recruitment, allocation, and general management of labor forces required during emergency operations, which may include supporting the staffing requirements of the King County ECC.
- Provide for the identification, recruitment, and allocation of King County employees for emergency operations in coordination with directors of King County departments.
- In conjunction with King County departments, plan for and develop procedures to call back into King County service selected King County retired employees and current employees on vacation or days off under the provision of King County Code 12.52.
- In coordination with King County Office of Emergency Management, plan for and develop procedures to manage emergent volunteers as part of the King County ECC Logistics Section.
- Establish liaison to work with King County Office of Emergency Management to facilitate coordination with Washington State Department of Employment Security, cities, and other public entities within King County in order to determine and allocate personnel resources.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**Risk Manager, Office of Risk Management shall:**

- Provide risk management services as soon as is feasible, focusing on King County response and recovery issues.
- Ensure that adequate insurance is carried on all County assets as is practicable.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**Division Director, Records And Licensing Services Division shall:**

- Establish and make available to County agencies services for the protection of critical records. Consult with agencies regarding the management of critical records.
- Provide agencies with guidelines for recovery of records after an emergency. Assist agencies in the recovery of damaged records after an emergency when feasible.
- Provide selected personnel and vehicles for courier and messenger service to the King County ECC, as required.
- Provide animal control services, shelters, identification of lost animals, and reuniting animals with owner services within the extent of department resources and as required by the PETS Act of 2006.
- Assist the KC ECC in the establishment of shelters by identifying and coordinating pet shelter locations.
- Provide licensing and recording services as soon as is practicable, following the disaster .
- Provide interdepartmental mail service as soon as is practicable.

- Provide personnel to record and protect all documents (incident reports, logs, etc.), relevant to the disaster .
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**Division Director, Finance and Business Operations Division shall:**

- Provide procurement staff to the King County ECC.
- Provide emergency contracting assistance and financial and accounting support.
- Provide assistance in emergency financial management and in the preparation of County government emergency financial reports.
- Provide for the receipt, disbursement, and accounting of federal and other funds provided to County government for emergency welfare services.
- Provide emergency procedures for purchasing and tracking of equipment and supplies needed by King County Departments and other outside governmental agencies required to provide county government emergency services.
- Provide guidelines and assistance to departments on tracking, summarizing and reporting emergency purchases.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**Division Director, Facilities Management Division shall:**

- Provide necessary facility repairs/renovations to FMD operated buildings or alternate facilities if needed to tenants of FMD operated buildings provided funding is available and permits allow.
- Provide staff resources on request to assist departments for necessary facility repairs/renovations or to locate alternate facilities.
- Ensure to the maximum extent possible and as applicable, that County facilities are not established in dangerous locations (floodplains, steep slopes, areas of liquefaction, near hazardous materials sites).
- Ensure that all FMD operated county facilities come into compliance and adhere to appropriate fire and building codes as required through capital improvement plans.
- Within the confines of available resources and budget, provide personnel, equipment, and facilities as required to support County emergency management operations to the extent allowed by code and budget. Resources provided include facility acquisition for alternate Emergency Coordination Centers (ECCs), and equipment, supplies, and skilled workers to perform construction and maintenance tasks at County facilities.
- Provide leased property for County emergency management operations as required and as feasible based on policy and budget.

- Provide trained and designated facilities management personnel to the King County ECC in damage assessment of County facilities.
- Provide security guards to King County facilities as required and as staffing levels allow.
- Coordinate the rehabilitation and restoration of damaged or destroyed FMD operated county facilities.
- Provide duplicating, printing, and copying services for County departments and offices conducting emergency operations.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**Director, Department of Public Health-Seattle & King County, shall:**

- Coordinate and provide emergency health services including communicable disease control, immunizations, and quarantine procedures. Coordinate and provide triage and limited first aid care and treatment of minor injuries at Public Health facilities.
- Investigate possible food and water borne illness and zoonotic disease outbreaks.
- Provide staff and resources as the lead agency in King County for bio-terrorism planning, response, recovery, and mitigation.
- Plan, coordinate, resource, and provide shelters for medically fragile populations when needed.
- Coordinate and provide public health assistance for regional mass care shelter operations.
- Coordinate and provide environmental health services including inspections for:
  - water and food contamination,
  - vector control,
  - inspections of temporary shelters, emergency housing, and schools for proper sanitation
  - temporary siting inspections for Temporary Debris Staging and Reduction Sites (TDSRS), and
  - disposal of disaster related solid waste.
- Coordinate the response of regional veterinarian services and animal care groups, in partnership with King County Animal Care and Control, as appropriate.
- Assist emergency medical service providers (fire department, paramedic providers, and private ambulance companies) with logistic coordination of basic and advanced life support services.
- Coordinate medical resource management for healthcare partners.
- Coordinate and provide mortuary services, including investigating causes of sudden unexpected, non- natural deaths, body identification and disposition.
- Provide coordination of Family Assistance Center(s) to provide information and assistance to families of the missing and deceased; handling mass deaths and burials.
- Coordinate health and medical public information, including release of information regarding identification and confirmation of deceased disaster victims.

- Coordinate, provide or contract for Critical Incident Stress Management services for emergency responders.
- Conduct public information and education programs on emergency health treatment, prevention, and control programs.
- Maintain vital records, including collection and recording of environmental health, public health, and death data and information for required operational reports.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**Sheriff, King County Sheriff's Office (KCSO), may:**

- Provide basic police services, respond to 911 calls, conduct follow up criminal investigations, and apprehend criminals based upon priorities for a specific event, incident or disaster as available:
  - Prevent and control civil disorder
  - Monitor and report environmental and other hazards, including radiological and other hazardous or suspect devices
  - Provide security to the King County ECC, shelters, food and water distribution and Logistics Staging Areas (LSAs), as resources allow. Offer other security resource alternatives that can provide this work.
- Provide air, marine, and precinct or other assets to support King County response and recovery efforts following a disaster or emergency to include conducting Rapid Impact Assessments (RIA) if resources are available
- Direct and control the use of available resources required to conduct search and rescue operations.
- Assist in emergency information and communications through available resources or methods.
- Make available the King County Sheriff's Office (KCSO)/Office of Emergency Management (OEM) Command Vehicle for use as a mobile ECC if needed.
- Comply with all Basic Responsibilities of King County Departments as determined by the Sheriff or his/her designee (see paragraph V.D).

**Director, Department of Natural Resources and Parks (DNRP), shall:**

- Maintain and operate a flood warning system for the primary river systems that flood in King County.
- Provide critical information and warn the King County Departments and the ECC of impending floods, levees, and dam failures on rivers in King County.
- Direct and control flood-fighting resources provided by the County.
- Provide flood protection through emergency channel improvements, emergency bank stabilization, and other flood mitigation, protection, and prevention projects.
- Report to the King County ECC any damage of waterways, department facilities, equipment, resources, or property.
- Provide response teams to inspect and monitor stormwater flow control facilities and evaluate drainage problems.
- Coordinate and provide for the assessment of damage to King County wastewater treatment facilities and conveyances.
- Coordinate the restoration of essential wastewater services by prioritizing facility restoration efforts and allocation of divisional resources.
- Assist with the disposal of residential and commercial solid waste by providing emergency operations of transfer stations, disposal sites, and if needed, Temporary Debris Staging and Reduction Sites (TDSRS).
- Bring available resources to bear in supporting the provision of solid waste disposal services during and after an emergency or disaster incident.
- Provide King County Department of Natural Resources and Parks (DNRP) owned sites, heavy equipment, and personnel for emergency operations, as needed.
- Assist in supporting emergency shelter operations in partnership with the American Red Cross, King County cities, and special purpose districts, as resources allow.
- Work with the King County ECC's Food and Water Planning Group, to include providing personnel and resources for planning, coordination, and distribution of food and water resources through the same system that provides general population shelters.
- Provide personnel to conduct on-site inspections of parks property and facilities to determine damage and safety.
- Assist in monitoring and reporting environmental hazards.
- Provide for self-protective monitoring and the reporting of environmental and other hazards by department field forces.
- Provide Geographic Information System (GIS) support to the King County ECC as requested during activations.
- Provide assistance in preparation and dissemination of emergency public information.

- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**Director, Department of Transportation, shall:**

- Ensure the establishment of department and division EOCs and operational procedures.
- Provide a functional airport and support facilities to assist County emergency management operations in planning for, responding to, and recovering from a disaster.
- Coordinate emergency transportation services with other private and public transportation providers for the movement of people, equipment, and supplies.
- Assist other first responders (fire, police, emergency medical services, public works) by assisting with barricades and other traffic related activities.
- Report to the King County ECC any damage of roads, bridges, department facilities, equipment, or resources.
- Coordinate and provide for the maintenance, repair, construction or restoration of damaged or destroyed County roads, bridges, and transportation facilities.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**Director, Department of Development and Environmental Services shall:**

- Provide staff and resources necessary to inspect structures for King County Departments to ensure repairs to facilities and a return to service as soon as possible following an event.
- Coordinate with King County Facilities Management Division, other County departments, and local jurisdictions to provide inspection of County facilities within cities.
- Provide personnel to conduct on site inspections of structures within unincorporated King County to determine if buildings are safe for use or if entry should be restricted or prohibited.
- Provide an emergency permitting and inspection program for the repair and reconstruction of damaged buildings during the recovery period.
- Assist in collecting information and compiling data for operational reports necessary for emergency operations.
- Provide assistance in preparation and dissemination of emergency information.
- Assist in fire prevention planning and coordination.
- Assist in monitoring and reporting environmental and other hazards.
- Coordinate the abatement of dangerous buildings and structures in unincorporated King County.
- Assist in planning, permitting, and design of public shelters by providing engineering and architectural support.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**Director, Department of Judicial Administration, shall:**

- Provide staffing to support the recording of superior court proceedings.
- Maintain official court files, records, and indexes necessary to the administration of the court system and to provide public access to these court files, records and indexes.
- Coordinate with Superior Court, Department of Adult and Juvenile Detention, the Prosecuting Attorney, and the Office of Public Defense to insure an efficient operation of the Superior Court.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**Director, Department of Adult and Juvenile Detention, shall:**

- Provide for the emergency shelter and/or congregate care of adult persons institutionalized in King County Adult and Juvenile Detention facilities.
- Provide assessment, treatment, and supervision of youth offenders and facilitate the access of dependent children in conflict to the judicial process.
- Provide emergency jail operations as required.
- When the needs of the detainees have been met, provide assistance such as food service to the King County ECC and other facilities if available and needed.
- Coordinate with Department of Community Services, Judges of State and County Courts, Judicial Administration, the Prosecuting Attorney, and other King County organizations as needed, to insure an efficient operation of the Superior Court.
- Coordinate with Department of Community Services, Judges of Municipal Courts, the local City Attorneys, Judicial Administration, the Prosecuting Attorney, and other King County organizations as needed, to ensure an efficient operation of the District Court.
- Provide housing for institutionalized youth should Department of Adult and Juvenile Detention facilities become inoperable or unable to sustain operations.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

**Director, Department of Community and Human Services, shall:**

- Coordinate Public Defense services.
- Provide and coordinate mental health crisis response and involuntary detention services and outpatient mental health services for persons served by the public mental health system.
- Coordinate with judges of County Courts, Adult and Juvenile Detention, Prosecuting Attorney, and Judicial Administration to insure an efficient operation of the courts.
- Assist with the coordination and provision of disaster mental health counseling as necessary to help persons suffering from reactions to the disaster.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).



**Director, Elections shall:**

- Provide resources for elections as soon as is feasible.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

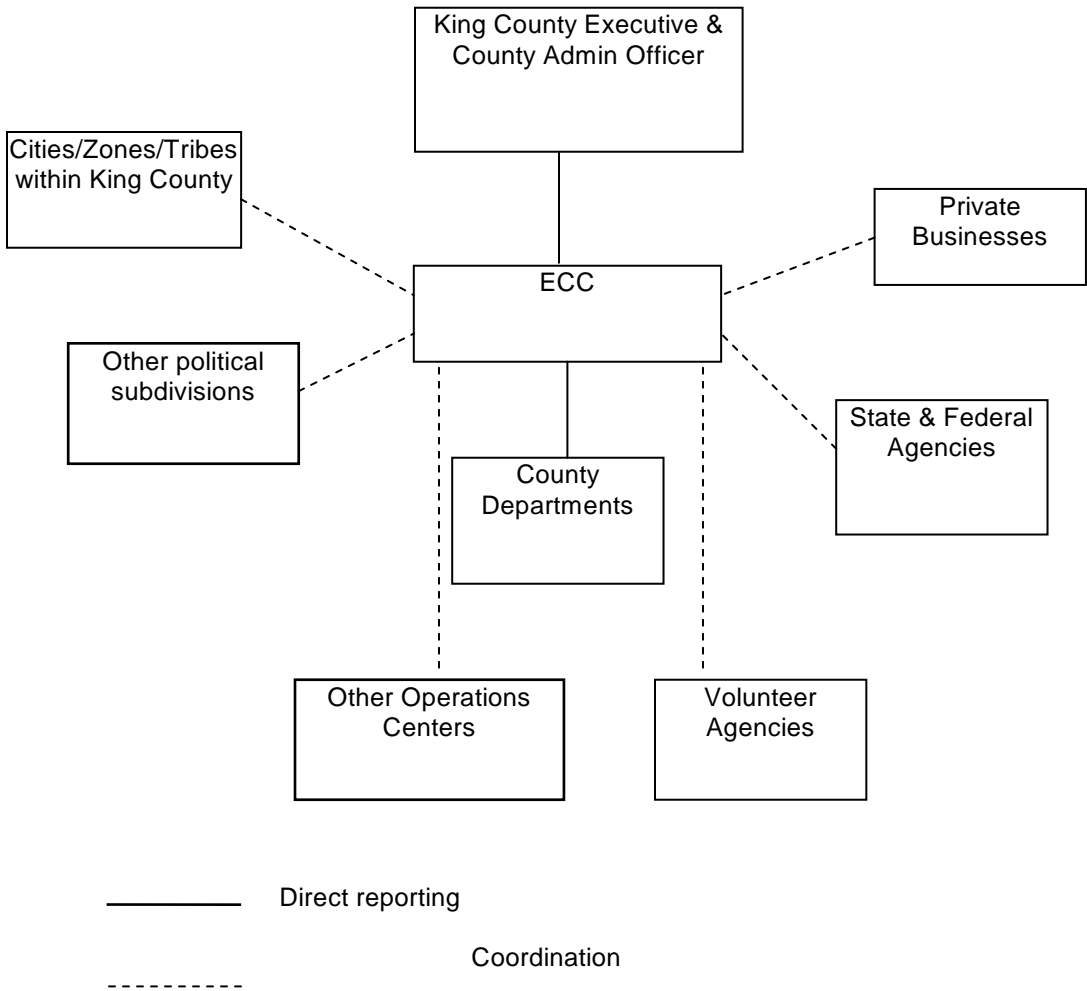
**Chief Information Officer, Office of Information Resource Management shall:**

- Provide redundant and durable telecommunications services to county departments and offices for emergency operations as appropriate.
- Provide communications resources to support emergency operations for all County departments and offices.
- Comply with all Basic Responsibilities of King County Departments (see paragraph V.D).

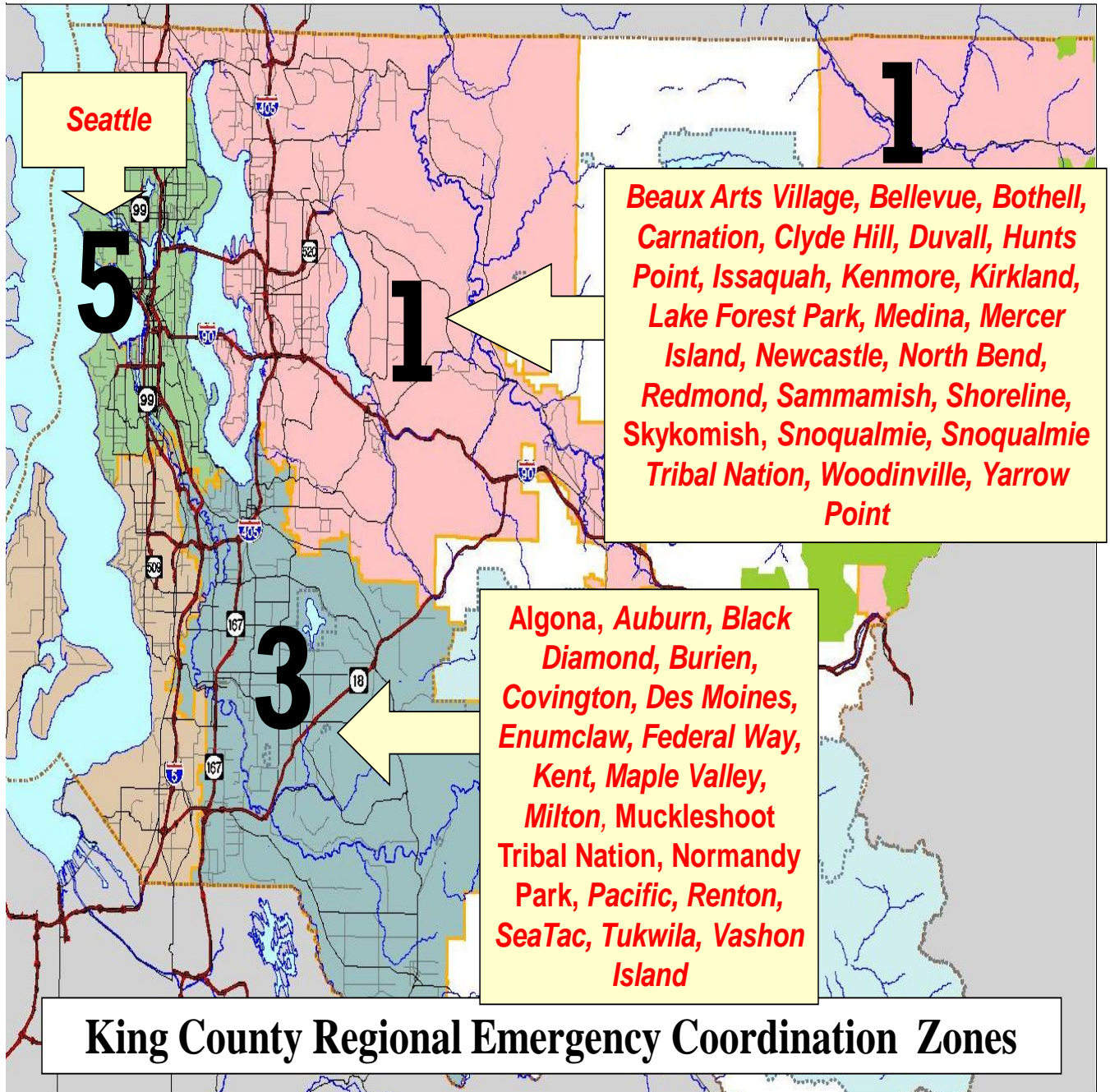
**E. Other Agencies/Organizations**

King County does not have any direct authority over supporting agencies like the American Red Cross, Salvation Army, Washington Voluntary Organizations Active in Disasters (WAVOAD), King County Fire Chiefs Association, etc. The responsibilities listed above for County departments are recommended for other supporting agencies. Other agencies and organizations may be called upon to assist county government in providing disaster assistance. Additional specific agencies and associations should be listed in appendices to the Emergency Support Functions (ESFs), or in individual Department operating procedures or resource lists.

**FIGURE 1**  
**KING COUNTY GOVERNMENT**  
**EMERGENCY MANAGEMENT LINKAGE CHART**



**FIGURE 2**  
**KING COUNTY**  
**EMERGENCY COORDINATION ZONES**



**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 1  
TRANSPORTATION**

**PRIMARY AGENCY:** King County Department of Transportation (KCDOT)

**SUPPORT AGENCIES:** Seattle King County Public Health  
Washington State Department of Transportation (WSDOT)  
Washington State Patrol  
Sound Transit  
Port of Seattle  
United States Coast Guard (USCG)  
Private Rail Carriers  
Private Transportation Services

## **I. INTRODUCTION**

### **A. Purpose**

The purpose of Emergency Support Function (ESF) 1 is to ensure King County Government transportation activities are effectively organized, mobilized, and coordinated to provide support, resources, and assistance in King County during and following an emergency or disaster.

### **B. Scope**

This ESF addresses the transportation activities King County Government is responsible for during the response and recovery from emergencies and disasters. Activities include the use of King County transportation resources such as buses, fleet vehicles, aircraft, maintenance equipment, and personnel. This ESF does not cover those incorporated jurisdictions that perform emergency management functions within their jurisdictional boundaries as mandated by RCW 38.52.070.

## **II. POLICIES**

RCW 38.52.110 (1): In carrying out the provisions of this chapter, the governor and the executive heads of the political subdivisions of the state are directed to utilize the services, equipment, supplies, and facilities of existing departments, offices, and agencies of the state, political subdivisions, and all other municipal corporations thereof including but not limited to districts and quasi municipal corporations organized under the laws of the state of Washington to the maximum extent practicable, and the officers and personnel of all such departments, offices, and agencies are directed to cooperate with and extend such services and facilities to the governor and to the emergency management organizations of the state upon request notwithstanding any other provision of law.

### **III. SITUATION**

#### **A. Emergency/Disaster Conditions and Hazards**

The King County region will periodically experience emergency and disaster situations, which may permanently or temporarily damage transportation infrastructure inhibiting restoration of essential public services. Roadways, bridges, tunnels, railways, airports, ferry docks, and other transportation facilities and structures may be weakened or destroyed, necessitating repair, reinforcement, or demolition to ensure safe operations. Personnel, equipment, and supply resources may be insufficient to meet demands.

See the King County Hazards Identification and Vulnerability Assessment (HIVA) for a description of potential emergency conditions.

#### **B. Planning Assumptions**

The local and regional transportation infrastructure will sustain damage.

Disaster response and recovery activities, which require use of the transportation network, may be difficult to coordinate.

The immediate use of the transportation system for response, including life-safety, and recovery activities may exceed the capabilities of King County.

Access to the incident area will be dependent upon the re-establishment of transportation, public safety and utility networks and services.

Road Services Division staff will immediately patrol lifeline routes throughout King County after a disaster which may damage or interrupt these routes.

Previously inspected structures may require re-evaluation if subsequent incidents occur after the initial incident.

Daily transportation equipment and personnel may not be available.

The National Incident Management System will be utilized throughout emergency and disaster situations.

## IV. CONCEPT OF OPERATIONS

### A. General

In accordance with the King County Emergency Management Plan and this ESF, the King County Department of Transportation is responsible for coordinating and providing transportation support and services and will actively support County and local jurisdiction response and recovery efforts to the maximum extent possible. King County may utilize other non-King County transportation resources as necessary. If King County transportation capabilities are exceeded, assistance from the State or FEMA may be requested.

When it is necessary to activate ESF, the Department of Transportation Line of Succession and ECC Representatives will be notified King County Emergency Coordination Center (ECC).

Departments and Divisions which are responsible for, or provide support to ESF 1 will active their own EOCs as required.

When activated, the King County ECC will receive and coordinate request for transportation resources and assistance with King County Departments.

### B. Organization

The King County Department of Transportation (DOT) is responsible for coordination of transit, road and bridge maintenance, and equipment and vehicle maintenance activities. **The DOT Director's Office will provide senior level leadership and guidance to its Divisions and is responsible for policy related decisions.** The Transit Division operates its EOC in Seattle to manage transit operations in the field. The Road Services Division operates its own EOC in Renton for roads and bridge maintenance field operations. The Fleet Administration Division is responsible for managing the County's vehicle and equipment fleet and providing parts and supplies for the Road Services Division. The Marine Division is responsible for the operations of the King County Water Taxi passenger-only ferry service. Airport, Roads, Marine and Transit divisions will ensure that unified command procedures **and tailored elements of the National Incident Management System (NIMS) are detailed in** their respective response plans:

- The Airport Division is responsible for coordination of air transportation activities and airport operations at King County International Airport.
- The King County Sheriff's Office, Special Operations Unit, is responsible for coordination of public safety helicopter and marine unit resources.

## **C. Procedures**

Procedures for transportation services are identified in:

- The standard operating procedures and emergency operating plans for the King County Department Of Transportation, and for each agency.
- ESF-1, Washington State Comprehensive Emergency Management Plan.

Additional regional procedures are further identified in the Responsibilities section of this document.

When emergency conditions disrupt the normal operations of the Road Services, Airport, Marine or Transit Divisions, all issues related to the emergency conditions should be routed to the Division EOCs by the Division incident commanders.

## **D. Mitigation & Preparedness Activities**

All primary and support agencies will ensure that personnel and equipment are protected from the effects of disasters by complying with Section V, Incident Management Actions of the Basic Plan, and that appropriate emergency procedures and operating plans address and comply with local, state, and federal response and recovery guidelines.

Our ability to respond in a timely and coordinated manner to a regional emergency will require advance planning, mutual training, and reinforced communications among agencies.

## **E. Response & Recovery Activities**

All response and recovery activities are detailed in department/division procedures and Standard Operating Procedures and Guidelines, and appropriate state and federal recovery guidelines.

# **V. RESPONSIBILITIES**

## **A. Primary Agencies**

**Director's Office, King County Department of Transportation, shall:**

- Organize, set department priorities, and coordinate the emergency response for the divisions in the Department of Transportation using unified command and NIMS procedures as well as Division all hazard response plans.
- Ensure that training is provided in the Divisions for personal preparedness and readiness to respond to emergencies and disasters.
- Establish and coordinate procedures and the use of designated facilities for department and division EOCs.

- Coordinate Department public information and contacts with the media for Divisions and provide public information officer(s) and support personnel to the Joint Information Center (JIC), as required.
- Establish a disaster mitigation program for all Divisions.
- Develop a recovery plan that addresses the restoration and continuity of Department services during and after an emergency or disaster.
- Coordinate the return of Department and Division activities to normal levels following the emergency or disaster.
- Support other ESF's as outlined in the King County Emergency Management Plan.
- Provide King County OEM with an inventory of King County Department of Transportation resources using the NIMS categories annually.

**Road Services Division shall:**

- Provide and report Rapid Impact Assessment (RIA) status of King County road and bridge facilities, structures, and conveyances.
- Provide a detailed assessment of damages and operational status of King County roads, bridges, and transportation facilities, structures, and conveyances.
- Make temporary emergency repairs, bypasses, or alterations to provisionally restore County road and bridge facilities, structures, and conveyances.
- Provide resources for the temporary and permanent repair and restoration of County transportation facilities, structures, and conveyances, including roads and bridges, roads maintenance facilities, and airport facilities.
- Assist first responders as part of the unified command system and NIMS.
- Furnish personnel, heavy equipment, engineering support, and supplies to assist King County with emergency operations in the response and recovery phases of a disaster.
- Coordinate Division public information and provide public information officer(s) and support personnel to the JIC, as required.
- Return County road services to normal levels as soon as possible following the emergency or disaster.
- Assist other agencies with debris removal and clearing activities as needed.

**Transit Division shall:**

- Within the unified command system, coordinate and provide emergency bus transportation support and services with other public and private transportation providers and jurisdictions for the movement of people, equipment, and supplies in King County and other jurisdictions.
- Provide and report Rapid Impact Assessment (RIA) status of bus bases and transit facilities and equipment.
- Provide a detailed assessment of damages and operational status of bus bases and transit facilities and equipment.
- Make temporary emergency repairs or alterations to provisionally restore bus bases and transit facilities and equipment.



- Provide resources for the temporary and permanent repair and restoration of bus bases and transit facilities and equipment.
- Provide personnel, communication assistance, buses, non-revenue vehicles, and equipment to assist King County with emergency operations, in the response and recovery phases of a disaster.
- Coordinate Division public information and provide public information officer(s) and support personnel to the JIC, as required.
- Return County transit services to normal levels as soon as possible following the emergency or disaster.

**Fleet Administration Division shall:**

- Provide maintenance support for County-owned vehicles and equipment.
- Purchase, store, track, manage, distribute, coordinate, and replenish supplies and provisions for the Road Services Division and other County agencies.
- Provide and report Rapid Impact Assessment (RIA) status of fleet facilities, vehicles, and equipment.
- Provide a detailed assessment of damages and operational status of fleet facilities, vehicles, and equipment.
- Make temporary emergency repairs or alterations to provisionally restore fleet facilities, vehicles, and equipment.
- Provide resources for the permanent repair and restoration of fleet facilities, vehicles, and equipment.
- Provide emergency vehicle transportation support and services for the movement of people, equipment, and supplies in King County and other jurisdictions.
- Furnish vehicles, heavy equipment, and supplies to assist King County with emergency operations, in the response and recovery phases of an emergency or disaster.
- Return County fleet services to normal levels as soon as possible following the emergency or disaster.

**Airport Division shall:**

- Make temporary repairs to provisionally restore airport operations. Ensure priority air flights continue to operate, subject to safety procedures.
- Manage and coordinate the response of the Airport Division to emergencies and disasters, including aircraft crash.
- Establish a disaster mitigation program for the Division.
- Develop a disaster recovery plan that addresses the long-term restoration and continuity of airport services and facilities following an emergency or disaster.
- Provide as needed, airport facilities and space for a Logistics Staging Area (LSA).
- Return County airport operations to normal levels as soon as possible following the emergency or disaster.

- Coordinate Airport public information and provide public information officer(s) and support personnel to the JIC, as required.

**Marine Division shall:**

- Within the unified command system, coordinate and provide emergency waterborne support and ferry services with other public and private transportation providers and jurisdictions for the movement of people, equipment, and supplies in King County and other jurisdictions.
- Furnish marine personnel and ferry services as able to assist King County with emergency operations in the response and recovery phases of a disaster.
- Manage and coordinate the response of the Marine Division to emergencies and disasters.
- Return Water Taxi passenger-only ferry services to normal levels as soon as possible following the emergency or disaster.
- Develop a disaster recovery plan that addresses the long-term restoration and continuity of ferry services and facilities following an emergency or disaster.
- Coordinate Marine Division public information and provide public information officer(s) and support personnel to the JIC, as requested.

**B. Support Agencies**

**Seattle King County Public Health will:**

- Work with healthcare partners to map critical transportation routes for the delivery of healthcare services, to be used in regional transportation planning and emergency response.

**WSDOT, Sound Transit, Port of Seattle, USCG, Private Rail Carriers, Private Transportation Services, and WSP will:**

- Coordinate activities with other transportation providers for prevention, preparedness, and response and recovery efforts.
- Coordinate mass movement of people, equipment, and supplies with other agencies.

**VI. RESOURCE REQUIREMENTS**

Resources needed to accomplish ESF 1 could include: fleet, buses, ferries and vans for moving individuals or animals, fleet repair vehicles, equipment and staff for clearing lifeline routes, movement of supplies and resources, and providing transportation access to critical facilities.

## **VII. REFERENCES**

- King County Hazards Identification and Vulnerability Assessment (HIVA), January 2006
- King County Regional Disaster Plan for Private and Public Organizations
- King County Code, Title 15, Airport
- King County Public Works Roads Maintenance, Emergency Earthquake Response Plan (Draft), April 12, 1995
- K.C. Department of Metropolitan Services, Transit Department, Transit Disaster Plan, December 1994
- King County International Airport Certification Manual
- King County International Airport – Airport Emergency Plan March 7, 2007
- King County Department of Public Safety, Air Support and Marine Unit Standard Operating Procedures (SOP)

## **II. VIII. TERMS & DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms

**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 2  
COMMUNICATIONS**

**PRIMARY AGENCY:** King County Office of Information Resource Management

**SUPPORT AGENCY:** King County Office of Emergency Management

## **I. INTRODUCTION**

### **A. Purpose**

The purpose of this Emergency Support Function (ESF) is to organize, establish, and maintain the communications capabilities necessary to meet the operational requirements of King County in preparing for, responding to, and recovering from emergencies and disasters.

### **B. Scope**

ESF 2 discusses the use and maintenance of communications systems (see Table 1 – Communications Systems) for emergency management functions within King County government during times of disaster. Specific operating procedures and protocols are addressed in procedure manuals of participating departments.

## **II. POLICIES**

Priority in establishing communications systems within King County is life safety first, followed by the re-establishment of critical government functions and the protection of public property, the economy and the environment. Following a disaster, communications systems belonging to King County Government will be restored in accordance with the 52 pre-identified critical business applications (see Table 2 - OIRM Identified Critical Business Applications) and the King County Resource Prioritization Strategy as stated in the Basic Plan.

## **III. SITUATION**

### **A. Emergency/Disaster Conditions and Hazards**

King County will periodically experience emergency situations, which require heavy use of current communications systems. Due to natural or technological disasters described in the Basic Plan and Hazard Identification and Vulnerability Analysis, some communications systems may be damaged or destroyed. When the need for communications equipment is highest, we may have fewer resources, dictating a need for reprioritization or reallocation of working systems.

## **B. Planning Assumptions**

Communications systems are vulnerable and may be damaged, destroyed, or overwhelmed during and following an emergency or disaster. Due to disrupted transportation routes, weather conditions, a lack of resources, or the level of damage, repairs to communications equipment and the infrastructure could take days, weeks, or months.

Initially, King County will focus on coordinating lifesaving activities and reestablishing communications and control in the disaster area.

Alternate communications systems such as amateur radio will be used in a manner consistent with the King County Office of Emergency Management's Alternate Communications SOP.

## **IV. CONCEPT OF OPERATIONS**

### **A. General**

Reliable communications capabilities are necessary for day-to-day government operations, management of response and recovery efforts, search and rescue missions, and coordination with other organizations. Communications capabilities must be available for emergency management functions.

Radio transmitting and receiving capabilities include all county agencies using the 800 MHz trunking system as well as VHF and UHF frequencies. Non-county agencies including the American Red Cross, Washington State Emergency Management, and local hospitals are also linked by radio to the King County ECC. Weather Radio and Emergency Management Weather Information Network (EMWIN) provide warning from the National Weather Service of weather related incidents.

### **B. Organization**

During day-to-day operations, there are several county offices that develop, coordinate and maintain communications systems. The Office of Information Resource Management (OIRM) maintains responsibility for county communications systems, including operation of the countywide 800 MHz trunked radio system. Communication systems not maintained by OIRM are the 450 Megahertz radio system that is used by Metro Transit and the amateur radios at the Emergency Coordination Center.

### **C. Procedures**

When disaster conditions disrupt communications systems within King County, all missions received in the King County ECC will be coordinated in accordance with the established incident priorities. OIRM will address communication system disruptions and service issues.

#### **D. Mitigation/Preparedness Activities**

All primary and support agencies will ensure that personnel and equipment are protected from the effects of disasters by complying with Paragraph V, of the Basic Plan.

#### **III. E. Response/Recovery Activities**

All response and recovery activities are detailed in department/division procedures and SOPs, and appropriate state and federal recovery guidelines.

#### **V. RESPONSIBILITIES**

##### **A. Primary Agency**

##### **Office of Information Resource Management (OIRM):**

- The Office of Information Resource Management (OIRM) is responsible for coordinating the maintenance and continued operations of county communication systems during times of disasters.
- OIRM will develop and maintain appropriate plans and procedures to ensure, to the extent practicable, the integrity of communications systems.
- Develop and maintain procedures to share disaster related information with the King County ECC, when activated.
- If disaster conditions cause county communication systems to fail, OIRM will work to re-establish systems that have been identified as a critical business application and those which are required by incident life-safety priorities.
- The 800 MHz trunked radio system is managed and maintained by the OIRM. If disaster conditions cause the radio system to fail, the first priority will be to re-establish the system.
- Amateur radio service for the ECC will be initiated and coordinated by the King County Office of Emergency Management.
- OIRM will begin disaster recovery operations immediately following a disaster to mitigate the loss of communications systems as much as possible. Additionally, OIRM will coordinate the assessment and restoration of communication systems with OEM.
- King County OEM will coordinate with federal and state agencies regarding the use of state and federal communications on a daily basis and during emergencies and disasters.

## **B. Support Agencies**

### **Office of Emergency Management:**

- In coordination with OIRM, conduct tests and exercises of communications systems, including testing with other County Departments involved in disaster response and recovery.
- Develop appropriate notification lists.
- Include communications as part of the county-wide emergency management training program.

## **VI. RESOURCE REQUIREMENTS**

Sufficient technical and support staff will be provided from OIRM for 24/7 operations until critical communications systems are established. Equipment and supplies should be secured so basic functions can be established even if transportation routes in the region are compromised.

## **VII. REFERENCES**

Washington State Comprehensive Emergency Management Plan  
Title 47 U.S.C. 151, 154 (i) & (o), 303 @, 524 (g) & 606; and 47 C.F.R. Part 11, FCC Rules & Regulations, Emergency Alert System.

## **VIII. TERMS AND DEFINITIONS**

See the Basic Plan Appendix 1, Definitions and Appendix 2, Acronyms

**ESF 2-Communications**  
**Table 1 – Communication Systems**

The following are the communication systems that are maintained by the Office of Information and Resource Management.

Internet Applications
Exchange/email system
King County websites
Regional Public Information Network
Telephone/Radio
Landline phone system
IP/Network based systems
Mobile phones
Blackberry
Pagers
800 Megahertz radio



**ESF 2-Communications**  
**Table 2- OIRM Identified Critical Business Applications**

<b>DataCenter / Server Room</b>	<b>Agency</b>	<b>IT Service Provider</b>	<b>IT Service Provider</b>	<b>Responsible Agency</b>	<b>Application</b>	<b>Mitigation</b>		<b>Alternate Site</b>
		<b>Application</b>	<b>Infrastructure</b>			<b>Hardware</b>	<b>Data/Softw are</b>	
SMT	DAJD	ADSS	SE MF	OIRM	Classification	Vendor Hotsite	Tape Recovery	Mainframe
SMT	DAJD	ADSS	SE SVR	OIRM	LSJI - ADAM	Standby	UAT Replication	ADC
SMT	DAJD	ADSS	SE SVR	OIRM	LSJI - BARS	Standby	UAT Replication	ADC
SMT	DAJD	ADSS	SE SVR	OIRM	LSJI - eSuperform	Standby	UAT Replication	ADC
SMT	DAJD	ADSS	SE SVR	OIRM	LSJI - JILS	Standby	UAT Replication	ADC
SMT	DAJD	ADSS	SE SVR	OIRM	RMS	Quick-ship	Tape Recovery	ADC
SMT	DAJD	ADSS	SE MF	OIRM	SeaKing	Vendor Hotsite	Tape Recovery	Mainframe

SMT	DAJD	ADSS	SE MF	OIRM	SIP	Vendor Hotsite	Tape Recovery	Mainframe
Auxiliary	DCHS	DCHS	DCHS	DCHS	CCS	Quick-ship	Tape Recovery	ADC
Auxiliary	DCHS	DCHS	DCHS	DCHS	OPDMIS	Quick-ship	Tape Recovery	ADC
Yesler	DES	DES	DES	DES	HRDR	Standby	Tape Recovery	ADC
SMT	DES	DES	DES	DES	Payroll	Vendor Hotsite	Last Payroll	ADP Ohio
SMT	DES	ADSS	SE MF	OIRM	BUC	Vendor Hotsite	Tape Recovery	Mainframe
SMT	DES	ADSS	SE SVR	OIRM	RPIN	Standby	Replication	
SMT	DES	ADSS	SE MF	OIRM	TRH "Treasury Reconciliation History" i.e. TRH is the electronic checkbook register for Treasury-issued checks ("Warrants").	Vendor Hotsite	Tape Recovery	Mainframe
SMT	DES	ADSS	SE SVR	OIRM	Unibase	Standby	Replication	ADC
SMT	DJA	DJA	DJA	DJA	ECR	Standby	Replication	RJC

KSC	DNRP	DNRP	DNRP	DNRP	ArcIMS/ArcSDE (app & web sever)	Standby	Replication	ADC
SMT	DNRP	DNRP	DNRP	DNRP	Splash.metrokc.gov	Standby	Replication	ADC
Admin Bldg	DOA	DOA	DOA	DOA	ArcView	Quick-ship	Tape Recovery	ADC
Admin Bldg	DOA	DOA	DOA	DOA	Bulk Update	Quick-ship	Tape Recovery	ADC
Admin Bldg	DOA	DOA	DOA	DOA	DataIO (formerly ResIO)	Quick-ship	Tape Recovery	ADC
SMT	DOA	ADSS	SE MF	OIRM	PBS	Vendor Hotsite	Tape Recovery	Mainframe
Admin Bldg	DOA	DOA	DOA	DOA	Personal Property	Quick-ship	Tape Recovery	ADC
Admin Bldg	DOA	DOA	DOA	DOA	Real Property	Quick-ship	Tape Recovery	ADC
Auxiliary	DPH	DPH	DPH	DPH	Communicable Disease System	Standby		ADC
SMT	DPH	DPH	SE SVR	OIRM	Kestrel.PhPrevention7 (Communicable Disease System)	Quick-ship	Tape Recovery	ADC
Auxiliary	DPH	DPH	DPH	DPH	Envision	Standby		ADC
Auxiliary	DPH	DPH	DPH	DPH	FSI/Pharmacy	Standby		ADC
Auxiliary	DPH	DPH	DPH	DPH	Indigent Database	Standby		ADC

Auxiliary	DPH	DPH	DPH	DPH	Infolinx	Standby		ADC
SMT	DPH	DPH	SE SVR	OIRM	Kestrel.PhInfLnX (InfoLinX)	Quick-ship	Tape Recovery	ADC
Auxiliary	DPH	DPH	DPH	DPH	PHReposRT	Standby		ADC
SMT	DPH	DPH	SE SVR	OIRM	Kestrel.PhReposRT (OpenLink)	Quick-ship	Tape Recovery	ADC
Auxiliary	DPH	DPH	DPH	DPH	Match/Workforce	Standby		ADC
SMT	DPH	DPH	SE SVR	OIRM	Kestrel.PhWorkforcell (Match/Workforce)	Quick-ship	Tape Recovery	ADC
Auxiliary	DPH	DPH	DPH	DPH	MLAB	Standby		ADC
Auxiliary	DPH	DPH	DPH	DPH	network	Standby		ADC
Auxiliary	DPH	DPH	DPH	DPH	OAS Gold	Standby		ADC
Auxiliary	DPH	DPH	DPH	DPH	Openlink	Standby		ADC
Auxiliary	DPH	DPH	DPH	DPH	PH Repository	Standby		ADC
SMT	DPH	DPH	SE SVR	OIRM	Harrier.PhRepositoryII (PH Repository)	Quick-ship	Tape Recovery	ADC
Auxiliary	DPH	DPH	DPH	DPH	Signature Output printing (VPS)	Standby		ADC
Auxiliary	DPH	DPH	DPH	DPH	TREC2 (formerly SKRTS)	Standby		ADC
Auxiliary	DPH	DPH	DPH	DPH	Vaccine Tracking	Standby		ADC
Auxiliary	DPH	DPH	DPH	DPH	VertiQ	Standby		ADC
SMT	KCDC	KCDC	KCDC	KCDC	DCOR	Standby	Replicaton	RJC

SMT	KCSC	ADSS	SE SVR	OIRM	JJWeb	Standby	Tape Recovery	RJC
JJC	KCSC	KCSC	KCSC	KCSC	KCMS	Standby	Tape Recovery	RJC
SMT	KCSC	KCSC	SE SVR	KCSC/OIRM	CMIS	Quick-ship	Quick-ship	ADC
KCCH	KCSC	KCSC	KCSC	KCSC	Jury	Quick-ship	Quick-ship	ADC
SMT	OIRM	MSG	MSG	OIRM	Email	Standby		ADC
SMT	OIRM		SE MF	OIRM	mainframe infrastructure			
SMT	OIRM		SE SVR	OIRM	Metrokc.gov			
SMT	OIRM	NE/NOC	NE/NOC	OIRM	Network Infrastructure			ADC
SMT	OIRM	SE SVR	SE SVR	OIRM	NetWorker	Standby	Install Application	ADC

**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 3  
PUBLIC WORKS AND ENGINEERING**

**PRIMARY AGENCY:** King County Department of Natural Resources and Parks

**SUPPORT AGENCIES:** King County Department of Transportation  
Dept of Development & Environmental Services (DDES)  
King County Sheriff's Office (KCSO)  
Public Health-Seattle & King County  
US Army Corps of Engineers  
Washington State Department of Ecology  
Environmental Protection Agency (EPA)

**I. INTRODUCTION**

**A. Purpose**

The purpose of Emergency Support Function (ESF) 3 is to outline King County's roles and responsibilities relating to restoration and continuity of surface water management, wastewater treatment, river and floodplain management, and solid waste management impacted by an emergency.

**B. Scope**

This ESF primarily describes Department of Natural Resources and Parks (DNRP) emergency actions for surface water management, wastewater treatment, river and floodplain management, and solid waste management. Additional DNRP responsibilities are outlined for mass care, and food and water in ESF 6- Mass Care, Emergency Assistance, Housing and Human Services, and ESF 11- Agriculture and Natural Resources). The King County GIS Center is housed in the DNRP Department Director's office and is included in this ESF.

An "emergency" means an incident caused by fire, flood, explosion, volcano, hazardous materials release, sewage overflow, storm, earthquake, epidemic, riot, insurrection, act of terrorism or technological failure that requires immediate action to preserve public health or restore to a condition of usefulness any public property or public service that has been damaged or destroyed or where delay in operation will result in financial loss to the County. These actions may also provide relief to a stricken community overtaken by such occurrences.

General activities include technical advice and evaluations, river flood warning and patrol, engineering services, emergency contracting, or emergency repair of solid waste, stormwater, flood protection and wastewater facilities. Specific actions include, but are not limited to:

- Participating in mitigation and preparedness activities (including flood preparedness outreach, drainage hazard mitigation, participation in preparing and updating the King County Emergency Management Plan, training of staff, and stocking disaster supplies).
- Participating in needs and damage assessments and coordinating resources immediately following an incident.
- Providing emergency restoration of services and temporary repair of critical public facilities including solid waste, stormwater, flood protection, and wastewater treatment systems.
- Providing timely river gage data and flood crest predictions so residents and businesses can determine when and if they need to evacuate or take other emergency measures.
- Providing flood patrol teams to inspect and monitor levee, revetment, and pump plant facilities and assess flood conditions.
- Providing response teams to inspect and monitor stormwater control facilities and evaluate drainage problems.
- Providing sampling and analysis to quantify degradation to surface waters related to emergency incidents.
- Providing emergency response coordination.

**C. Activities not included in this ESF are:**

- Activities related to King County Department of Transportation and the restoration of transportation services. (See ESF 1-Transportation).
- Activities related to the provision of potable water. (See ESF 11-Agriculture and Natural Resources).
- Activities related to the provision of temporary toilet facilities, or the disposal of human waste outside of the wastewater conveyance.
- Activities related to the Parks and Recreation Division (See ESF 6-Mass Care, Emergency Assistance, Housing and Human Services, and ESF 11-Agriculture and Natural Resources).

#### **D. Limitations**

Public buildings, wastewater systems, solid waste, flood protection, and other facilities may have to be immediately repaired, reinforced, or demolished to ensure public safety and maintain essential services.

Adequate numbers of personnel with engineering and construction skills and construction equipment may not be available within the incident area.

There may be limited Department of Natural Resources and Parks staff to assist local agencies (cities, local water and sewer districts, and the King County flood control zone district).

The Department of Natural Resources and Parks does not maintain Hazardous Material (HazMat) Response Teams and does not have the trained personnel or equipment to respond to HazMat incidents that create an immediate risk to health and life. The department depends on local fire department HazMat response teams.

The King Street Center houses a large number of the Department of Natural Resources and Parks employees and has limited emergency power generating capability. Limited emergency power may be available in outlying sites and facilities.

King County Solid Waste Division provides solid waste disposal services to King County exclusive of the city of Seattle. Private haulers supply solid waste collection and transport services in franchised areas set by the Washington State Utilities and Transportation Commission for unincorporated King County, and by contract with cities in most other areas. The city staff for Enumclaw and Skykomish provide collection and transport services within their jurisdictions. In an emergency situation, collection and transport services will be provided as outlined in those entities' emergency plans.

In the event of a catastrophic incident, it may be beyond the capacity of the Solid Waste Division's system to handle all incoming solid waste. Should the division suffer significant damage to its facilities during an incident, even standard service may be challenged until repairs are completed. Damage to transportation corridors could also significantly affect the division's ability to perform its waste transfer / disposal functions.

Public and private properties in King County may experience flood-related risk and damages. Staff may not be available to provide adequate flood warning information and flood patrol inspections. In emergency situations, services will be provided in accordance with adopted plans.



The Department of Natural Resources and Parks does not operate dams on the major river systems in King County. In accordance with WAC 173-175-020, King County has developed Emergency Action Plans for stormwater facilities regulated under the State Dam Safety Program (facilities owned by King County identified to be within hazard classes 1 or 2).

River levees in King County were mostly built by creating a prism of native gravels and soils available from the edge of the channel and covering the prism with angular rock, typically referred to as riprap. This rock tended to be dumped, rather than placed in an interlocking manner, leaving it susceptible to displacement. Factors that affect a levee's strength and durability include bank steepness, surface stabilization and erosion control techniques, fill material and irregularities, and overall dimensions. Generally a ratio of two feet horizontal run to one foot vertical rise (2H:1V) is the steepest slope considered stable, although this can vary somewhat depending on the soil composition. On many levees in King County, the bank slopes are much steeper. Due to these structural deficiencies, these older flood protection facilities have required extensive repair and maintenance and studies and observations suggest that a large number of the levees and revetments remain at risk of failure, especially during high velocity flows.

King County Water and Land Resources Division does not have construction equipment or staff to repair levees in a major flood incident. King County Roads Services Division, the U.S. Army Corps of Engineers or on-call private contractors will provide staff and equipment for repairs to levee systems, stormwater control facilities or other County owned or maintained drainage or flood protection facilities under the direction of Water and Land Resources staff.

King County Wastewater Treatment Division is responsible for the regional sanitary sewer conveyance system. The local water and sewer special purpose districts are responsible for the sanitary sewer conveyance systems within their areas of operation up to the point that they connect to the regional system. In the event of damage to wastewater equipment, facilities, conveyances, or flows beyond the capacity of the system, overflows of untreated wastewater may occur.

Wastewater treatment facilities are designed to treat human wastes through a biological process that is susceptible to accidental or intentional spills of hazardous and toxic materials that might enter the treatment plants through the influent. Such spills place the treatment process and plant workers at risk, and may (depending on circumstances) be bypassed from the treatment plants.

## II. POLICIES

All emergency response actions will include steps to minimize or eliminate risk to endangered species covered under the Endangered Species Act Section 7 and their habitat to the greatest extent possible.

In the event of an emergency, the King County Council and the Executive may authorize free disposal of solid waste generated by the emergency incident.

It is the policy of the Wastewater Treatment Division to, when possible; treat wastewater to specifications of its National Pollution Discharge Elimination System (NPDES) permits.

According to provisions of the WTD's National Pollution Discharge Elimination System (NPDES) permits, in emergency situations it may be necessary for the WTD to bypass wastewater flows to prevent loss of life, personal injury or severe property damage. "Severe property damage" means substantial physical damage to property, or damage to the treatment facilities that would cause them to become inoperable. Examples of such incidents would be spills of hazardous materials (including radiological), either accidental or intentional, that might jeopardize employee safety, treatment processes or plant operations, or both; or backups or overflows of wastewater from the conveyance system that flood private or public property causing a health hazard.

Water and Land Resources Division (WLRD) will respond to inquiries regarding major river and drainage-related flooding emergencies. WLRD staff may also need to assess if a situation is potentially life threatening. If the situation is potentially life threatening, the caller will be instructed to hang up and dial 911. If the seriousness of the situation cannot be determined over the telephone, either the King County Road Services Division or staff from the WLRD Drainage Emergency Response or Flood Patrol will be dispatched to conduct an investigation.

Property owners living in flood hazard areas are responsible for obtaining sandbags, sand, and other flood-fighting materials to protect their property during flood incidents. Property owners are responsible for filling and placing sandbags, cleaning up sandbags after the flood incident, and meeting any other regulations related to sandbagging activity. King County may provide sand and sandbags for private property owners during flood emergencies to the extent that resources are available.

Naturally occurring accumulations of large woody debris should be repositioned or relocated for flood hazard management purposes only if one or more of the flood and channel migrations risks are present and all reasonable flood and channel migration risk reduction alternatives have been considered. Flood and channel migration risks include:

- Threats to public safety.
- Damage to public infrastructure.
- Impacts on the regional economy.
- Damage to private structures.

It is the policy of King County that accumulations of large woody debris that do not pose a life safety, safe navigation, or direct threat to eligible properties should not be disturbed. Large woody debris will only be repositioned if it can be done without endangering personnel or equipment.

Accumulations of large woody debris that create a hazard to life safety, safe navigation, or property, may be designated a restricted area by the King County Sheriff's Office, per KCC 12.44.200.

If the King County Sheriff's Office determines that there may be a life-threatening situation requiring an emergency response, they will take immediate steps to secure public safety. Emergency measures may include, but are not limited to removing or relocating the wood, dispatching rescue personnel, or closing the waterway to recreational use until the emergency situation can be addressed. Emergency actions do not require prior permit approval, but may require subsequent mitigation actions. (King County Motion 12645 Appendix D, King County Protocol for Responding to Reports of Naturally-Occurring Large Wood in Navigable Rivers and Streams)

At the direction of the Flood Warning Director, Water and Lands Resources Division will open the Flood Warning Center when the Cedar, Green, Snoqualmie, Tolt, or White Rivers or Issaquah Creek reach Phase II flood stage. Flood patrol teams will be sent out to monitor field conditions when the Cedar, Green, Snoqualmie, Tolt, or White Rivers or Issaquah Creek reach Phase III flood stage or when the Flood Warning Center receives calls reporting serious damages to river control facilities.

The Flood Warning Director may also activate the Flood Warning Center following a significant seismic incident in the region (5.5 or greater magnitude) to coordinate inspection of flood protection facilities and to check with dam operators to determine the safety status of their facilities.

At the direction of the Drainage Emergency Response Director or the Drainage Emergency Response Lead, the Drainage Emergency Response Protocols will be implemented. The WLRD Drainage Complaint telephone line will be staffed and answered and emergency response personnel will be dispatched to investigate drainage problems.

### **III. SITUATION**

#### **A. Emergency Conditions and Hazards**

King County will periodically experience emergency and disaster situations that will require restoration of essential public services. Potential emergencies and disasters include both natural and technological incidents. See King County Hazard Identification and Vulnerability Analysis (HIVA) for a description of potential disaster conditions.

#### **B. Planning Assumptions**

Access to the incident area will be dependent upon the establishment of ground, air, and water routes. Activities related to emergency road repairs and closures, debris, snow, and ice clearance will be addressed in ESF 1-Transportation.

Rapid assessment of the disaster and impacted area will be made to determine critical response issues and emergency response priorities.

Response will be coordinated from the Emergency Operations Centers (EOCs) in each city and the King County Emergency Coordination Center (ECC). Information will be gathered and compiled, and emergency assistance will be coordinated at the EOCs or ECC, or both.

The King County Department of Natural Resources and Parks is responsible only for initial inspection, repair, and operation of its King County-owned facilities and conveyances or to those agencies where there are contractual agreements to manage facilities.

Support agencies will perform tasks under their own authorities as applicable, in addition to tasks received under the authority of the King County Comprehensive Emergency Management Plan (CEMP).

Previously inspected structures may require re-evaluation if subsequent incidents occur after the initial incident, or if the results of the initial inspection are inconclusive.

Normal means of communication may not be available and repairs to communication networks could take days, weeks, or months. In those situations, non-traditional means of communication must be established and used. See ESF 2-Communications.

Because government agencies may be overwhelmed by a disaster, on-duty employees may be on their own for the first hours or even days after an incident.

Critical Department of Natural Resources and Parks facilities will be prepared to be self-sufficient for at least three days.

The first priority of the Wastewater Treatment Division will be inspection and emergency restoration of flow through County owned wastewater conveyances and facilities (four secondary treatment plants, two combined sewer overflow stormwater treatment plants, 61 pump and regulator stations and 4 combined sewer overflow control facilities, and over 353 miles of large diameter conveyance pipeline). Access to these facilities may be difficult. The speed at which inspections take place will be dependent on the condition of roads and bridges and the availability of staff.

The first priority of the Solid Waste Division (SWD) will be the inspection and emergency restoration of SWD facilities (eight transfer stations, two drop box stations, ten closed landfills, and one regional landfill). Access to these facilities may be difficult. The speed at which inspections take place will be dependent on the condition of roads and bridges and the availability of staff.

The first priority of the Water and Land Resources Division will be activation of the Flood Warning Center and Flood Patrol inspection of high priority sites and activation of the Drainage Emergency Response Protocols and inspection and evaluation of County-owned stormwater facilities. Access to these facilities may be difficult. The speed at which inspections take place will depend on the condition of roads and bridges and the availability of staff.

Government and relief agencies will concentrate limited resources on the most critical and life-threatening problems.

The first concern of employees will be for their families' safety. DNRP will support the efforts of employees to communicate with their families and encourage all staff to develop family emergency response plans.

The major flooding that King County typically experiences are on the following rivers and streams: Cedar, Green, Snoqualmie, Tolt, Raging, South Fork Skykomish, White Rivers, and Issaquah Creek.

#### **IV. CONCEPT OF OPERATIONS**

##### **A. General**

In the event of an emergency, the Department Director will be notified and may, at his or her discretion, establish a departmental information and communications center in the Department Director's office in the King Street Center or at an alternate location if necessary.

Division directors will establish their own command posts as required according to the nature of the emergency. If necessary, division Emergency Operations Centers will be established at Cedar Hills for SWD, at the Flood Warning Center in King Street Center for WLRD, and at the West Point and South (Renton) Treatment Plants for the WTD. The divisions will establish contact with the King County ECC and provide representatives as needed.

The Department Director or his or her designee will establish communication links with the Executive, the King County ECC, DNRP Public Affairs Unit staff, and the division EOCs. The department director and division directors will evaluate damage to facilities, mobilize staff and resources, prioritize restoration of services based on resources available, and coordinate with other public agencies. The Department director and division directors will ensure that divisions keep logs of actions taken and information received.

The Department of Natural Resources and Parks will actively support county and local jurisdiction response and recovery activities. It will be assumed that access to operations and sites will be provided by the King County Road Services Division or the respective local jurisdictions in which sites are located. Close coordination will be maintained with federal, state, and local jurisdiction officials through the King County ECC to determine potential tasks. The priority of tasks will be determined jointly with the King County ECC Incident Manager in accordance with adopted emergency response plans.

Direction, Control, and Authority to Act:

- The Incident Command System (ICS) is used by department and division personnel to respond to emergencies and disasters. During the emergency response phase, all employees will report to their designated Incident Commander. The emergency response phase is the period immediately after the incident during which the life, health, safety, control, and containment issues must be addressed. Once the situation has been stabilized, the response enters the recovery phase. Depending on the damages resulting from the incident, the DNRP Continuity of Operations Plan (COOP) may be activated. If the COOP plan is activated, a Recovery Manager takes over the responsibility for restoration of services. Department and division employees may be required to work out of class on special assignments in support of the emergency response and recovery.
- Persons designated to serve as Division Incident Commander have the full

authority and support of department and division management to determine when an emergency exists and to take the actions necessary to respond to the emergency. Because the duties of Incident Commander, and other key response positions are mission-critical, time sensitive, and often require immediate action, each position will be backed up by a four-person line-of-succession. If the designated individual does not respond to the emergency or disaster, cannot be contacted, or is injured and unable to fulfill their duties, the next person in line assumes those duties with the full authority to act in the name of the division or department.

- The chain-of-command is fluid and passes to the highest-ranking individual present. If later in the emergency or recovery, the person originally delegated as lead in the line-of-succession is able to report to work, then that person may (at their discretion) assume command from the person who had been filling in for them, or they may act in a support function. If the persons designated in the line-of-succession are not available, then the senior ranking individual present will be required to assume command.
- In the Incident Command System, everyone in the department or division, regardless of their position, works to support the Incident Commander. Emergency response activities take precedence over day-to-day activities.

## **B. Organization**

The Department of Natural Resources and Parks is responsible for the coordination of solid waste, surface water, river and floodplain management, wastewater, and parks activities outlined in this ESF and ESFs 6 and 11. The following divisions of the Department of Natural Resources and Parks are responsible for providing public works and engineering assistance, as resources permit, to meet County needs related to emergencies and disasters:

- The Wastewater Treatment Division (WTD) will manage emergency incidents according to the division-wide Emergency Response Plan (ERP). This plan calls for the automatic establishment of Emergency Operations Centers or Command Posts in the main control rooms of the South (Renton) and West Point Treatment Plants to manage the incidents within their respective areas of operations. The on-duty Operating Supervisor or his or her designee at each plant becomes the WTD Incident Commander for the incident, until he or she is

relieved by a higher authority as outlined in the WTD line-of-succession.

- If the incident involves both treatment plants, or exceeds the capacity of a plant to respond, the division will activate the Division Incident Response and Emergency Response Team. This group, made up of senior management, will act as Area Command for the division. (See WTD ERP for line-of -succession).
- The Solid Waste Division (SWD) will establish the Cedar Hills Landfill as the SWD Operations Command Center if appropriate to the situation.
- The Water and Land Resources Division (WLRD) will manage emergencies according to the Flood Warning Instruction Book, WLRD Drainage Emergency Response Protocols, and Emergency Action Plans for Hazard Class 1 & 2 Dams. The Flood Warning Instruction Book, which establishes the Flood Warning Center as the emergency operations center, is updated annually and is considered to be a support document to this ESF. The Flood Warning Director or his or her designee becomes the incident commander for flood warning center activities. WLRD Drainage Emergency Response activities are directed by the Drainage Emergency Response Director or the designated Drainage Emergency Response Lead.
- The Parks and Recreation Division will work with the Office of Emergency Management in coordinating mass care activities, including shelters, and food and water planning and distribution. Mass care in King County is a shared responsibility between the county, non-profit agencies like the American Red Cross, and Salvation Army, incorporated cities, and special purpose districts.

### **C. Procedures**

When emergency conditions disrupt the normal operations of the Solid Waste, Wastewater Treatment, Water and Land Resources Divisions, and Parks and Recreation Division, all issues related to the emergency conditions should be routed to the appropriate county, department, or division EOC.

The King County Department of Natural Resources and Parks is responsible only for initial inspection, repair, and operation of its King County-owned facilities and conveyances or to those agencies where there are contractual agreements to manage facilities.



Policies and procedures addressing emergency operations can be located in various documents including:

- King County Emergency Procurement Ordinance #12163
- Solid Waste Division Management Emergency Response Reference Guide
- Solid Waste Division Hazardous Materials Emergency Response Site Plans
- Solid Waste Division Emergency Response Quick Reference Guides for Cedar Hills Regional Landfill, Transfer Station Operators, Scale Operators, and Truck Drivers
- Solid Waste Division Transfer Stations and Landfills Operations and Maintenance Site Plans
- Solid Waste Division Disaster Recovery Plan (Draft).
- Wastewater Treatment Division Emergency Response Plan
- Wastewater Treatment Division Overflow Manual
- The 2006 King County Flood Hazard Management Plan (January 2007)
- The Flood Warning Instruction Book (updated annually)
- WLRD Drainage Emergency Response Protocols
- Emergency Action Plans for Hazard Class 1 & 2 Dams
- DNRP Continuity of Operations Plan
- King County ESF 6 (Mass Care), and ESF-11, Food and Water.
- KC – Endangered Species Act (ESA) Policy Coordination Office Emergency Response Guidance Document (June 27, 2000).
- King County Pandemic Influenza Emergency Response Manual (February 2006)
- DNRP Pandemic Influenza Plan (Tier One, Two, and Three)
- King County Protocol for Responding to Reports of Naturally-Occurring Large Wood in Navigable Rivers and Streams (King County Motion 12645 Appendix D, 2007)

#### **D. Mitigation Activities**

The divisions of the DNRP actively apply mitigation strategies in the design and upgrade of new and existing facilities.

- The WTD has performed multiple seismic upgrades of its facilities. All new projects are built to meet or exceed seismic standards
- The SWD has performed seismic inspections of its key facilities and is actively upgrading facilities as funds become available. All new projects are built to meet or exceed seismic standards.
- The WLRD has identified the most vulnerable levees and flood control facilities

and has begun a 10 year capital improvement program to reconstruct them. The division has also secured grants and is assisting home owners in flood plains to elevate or relocate the occupants.

### **E. Preparedness Activities**

The Department conducts its planning activities through the DNRP Emergency Management Committee, which is made up from planning representatives from the director's office, GIS, and each of the divisions. This committee makes recommendations to the DNRP Management Team.

### **F. Response Activities**

The primary responsibility of the DNRP is to maintain and restore the essential services under its area of control. The response activities of each of the Department's divisions are outlined in their respective division emergency response plans, within this document and in ESF 6 and ESF 11.

The DNRP provides ECC Representatives to the KC Emergency Coordination Center to assist in coordinating the department and county-wide response.

### **G. Recovery Activities**

The recovery activities of the department are outlined in the DNRP Continuity of Operation Plan. The plan is organized around the concept of "All Hazards Planning" for the continuity and/or restoration of essential services.

The following are the mission essential functions identified by division or major work group in DNRP.

#### **Director's Office**

- Departmental signatory authority
- Policy development and implementation
- Budget development
- Primary central Human Resources (HR) contact
- Coordinated department communications to public and staff

#### **WTD**

- The essential mission of the Wastewater Treatment Division is the continuous operation of its conveyance and treatment system.
- In a COOP situation, the primary focus of the division would be the support of the staff that operate and maintain the system.
- Critical Business Operations;
  - Payroll, billing, and accounts payable
  - IT support

Central phone operations to inform the public and staff of operational closures

**SWD**

- Receive commercial garbage at transfer stations
- Transport garbage
- Landfill garbage
- Operate environmental control systems – flares, wastewater
- Environmental monitoring
- Critical Business Operations;

Payroll, billing, and accounts payable

IT support

Central phone operations to inform the public and staff of operational closures

**WLRD**

- Operate the Flood Warning Center (FWC) under pre-determined levels of operation determined by river flood levels.
- Urban Drainage Emergency Response
- Mosquito Abatement and Flow Control Facility Maintenance
- Critical Business Operations;

Payroll, billing, and accounts payable, IT support

Central phone operations to inform the public and staff of operational closures

**Parks**

- Facilities - Preserve and Protect
- Emergency support function – Mass Shelter and Care for the residents of unincorporated KC
- Critical Business Operations
- Payroll, billing, and accounts payable

IT support

Central phone operations to inform the public and staff of operational closures

**GIS**

- Provide GIS support to the KC ECC and to the divisions of the department.
  - IT servers and staff PC LAN maintenance
  - Maintain GIS servers

## **V. RESPONSIBILITIES**

### **A. Primary Agency**

#### **DNRP Department Director's Office shall:**

- Organize, set department priorities, and coordinate the emergency response for the divisions in the Department of Natural Resources and Parks.
- Ensure that training on emergency and disaster response is provided to department staff.
- Ensure that department management and ECC representatives are trained in the National Incident Management System (NIMS) and that the department complies with the KC NIMS Implementation Plan.
- Establish and coordinate procedures and the use of designated facilities for department and division command centers.
- Develop a continuity of operations plan that addresses the restoration and continuity of department services after an emergency.
- Support other ESFs as outlined in the King County Emergency Management Plan.
- Direct media releases and departmental media coordination in the event of an emergency in cooperation with other EOC and ECC public information officers.
- Ensure that adequate disaster supplies and equipment are available for division staff.
- Provide GIS support to the King County ECC as needed during activations.
- Ensure that the DNRP Emergency Management Committee conducts post-incident debriefings of emergency incidents with the goal of improving future responses.

#### **All divisions of DNRP shall:**

- Provide adequate disaster supplies and equipment for division staff.
- Ensure that training on emergency and disaster response is provided to department staff.
- Ensure that division management and ECC representatives are trained in the National Incident Management System (NIMS) and that the department complies with the KC NIMS Implementation Plan.
- Designate, maintain and train a minimum three-person line-of-succession for each key emergency response position as outlined in the division emergency

response plans.

- In times of emergency, provide division representatives to the King County Emergency Operations Center (EOC) as required by the King County Emergency Management Plan.
- Provide necessary notifications of emergency situations to department management and the appropriate Federal, State, and Local regulatory agencies.
- In emergencies that impact surface water and involve compliance issues under the Endangered Species Act (ESA), the division shall notify the Army Corps of Engineers (USACE) or the Federal Emergency Management Administration (FEMA) or both of the emergency situation as soon as possible. Where time allows, the USACE or FEMA may provide guidance to the Incident Commander before undertaking an emergency action that may impact endangered species, threatened species, or their critical habitat. Emergency actions necessary to protect human life, lessen the impact of the emergency on significant infrastructure (dwellings or commercial buildings), protect the public health, or prevent serious environmental degradation shall be made in a timely manner at the discretion of the Incident Commander. Formal notification and consultation shall be initiated as soon as practicable after the emergency is under control.
- Emergency actions will include steps that reflect current environmental Best Management Practices (BMP) to minimize harm to endangered species, threatened species, or their critical habitat as outlined in the KC DOT Roads Division Regional Road Maintenance ESA Program Guidelines.
- In cases where there is no emergency BMPs, field personnel will seek and utilize appropriate advice on the biological impacts of alternative methods when responding to emergencies that may affect the environment, to avoid or minimize potential harmful impacts.
- In situations where the King County ECC has been activated, the divisions will also notify the ECC of emergency actions that may affect the environment and require notification to federal action agencies.
- Maintain and distribute current biological resources contact information and action agency notification information to field staff.
- Maintain detailed records of emergency actions taken, resources expended and information received in the course of responding to and recovering from and the emergency incident. This shall include the documentation necessary to file for federal FEMA disaster assistance and to fulfill the requirements of ESA

Section 7 (see *DNRP Emergency Checklist*).

**Wastewater Treatment Division shall:**

- Assess the operational status of King County wastewater treatment facilities, structures, and conveyances.
- Make temporary emergency repairs, bypasses, or alterations to the system to restore or divert wastewater flows.
- Attempt to restore treatment processes.
- Notify Public Health-Seattle & King County and Washington Department of Ecology of sewer overflows according to the provisions of the division's NPDES permits and procedures outlined in the WTD Overflow Manual.
- Provide resources for the permanent repair and restoration of County owned wastewater treatment facilities, structures, and conveyances.

**Solid Waste Division shall:**

- Provide mitigation support by assessing structural earthquake integrity of the Solid Waste Division facilities and deploy engineers and ATC-20 trained staff to Solid Waste Division facilities for disaster inspections.
- Provide transfer station and landfill staff with tools and materials to respond to emergency situations at their work sites.
- Provide employees with emergency response policies and procedural materials, such as the Management Emergency Response Reference Guide, Hazardous Materials Emergency Response Site Plans, and Emergency Response Quick Reference Guides for field staff.
- Provide safe solid waste disposal services during and after an incident when and where possible.
- Provide free disposal of debris generated by an incident to disaster victims if a motion or ordinance is passed providing that service by the King County Council and signed by the Executive.
- Complete a recovery plan for the disposal and diversion of debris generated by disasters.

**Water and Land Resources Division shall:**

- Activate a four-phase system to warn residents, businesses, property owners, school districts, and emergency response agencies of impending major river floods.
- Activate the Flood Warning Center to provide critical information to residents, business, and response agencies during major river floods and earthquakes.
- Activate the Drainage Emergency Response Protocols to assess the operational status of King County's stormwater drainage facilities and systems.
- Provide Flood Patrol Teams to assess the operational status of river and drainage facilities and respond to emergency flooding conditions and flood related complaints.
- Implement Emergency Action Plans for high hazard dams, as appropriate.
- Employ emergency contract services when DOT is unavailable to respond.
- Manage emergency repairs to river and drainage facilities.
- After an incident, provide for restoration of County owned river and non-river drainage facilities.
- Provide sampling and analysis to quantify degradation to surface waters related to emergency incidents.
- Coordinate with King County Sheriffs Office for restrictions or closures of waterways and removal of large wood debris.
- Contact the King County Office of Emergency Management (OEM) Duty Officer to notify of Large Wood or waterway closure situation, when warranted.

**Parks and Recreation Division Shall:**

- Provide support as outlined in ESF 6-Mass Care, Emergency Assistance, Housing and Human Services, and ESF 11-Agriculture and Natural Resources.

**GIS Shall:**

- Provide representatives to the KC ECC to provide GIS support to the emergency response and recovery effort.

## **B. Support Agencies**

### **King County Department of Transportation Road Service Division shall:**

- Provide access to critical public facilities. The King County Roads Division will provide resources to complete emergency repairs to flow control facilities for the Water and Land Resources Division.
- Provide heavy equipment necessary for operations during the response and recovery phases of an emergency.

### **King County Department of Development and Environmental Services (DDES) shall:**

- Provide staff and resources necessary to inspect Department of Natural Resources and Parks facilities to ensure their return to service or repair as soon as possible, following an incident.

### **Public Health – Seattle & King County:**

- Provide staff and resources for assessing the health impacts of wastewater spills and overflows, and to ensure that solid waste facilities return to service as soon as possible following an incident and to assist in opening alternative facilities.

### **The King County Sheriffs Office (KCSO), Marine Unit:**

- KCSO may choose to use its authority to close a waterway or portion of a waterway to recreational use if they determine its use may pose a significant risk to public safety under King County Code 12.44.
- KCSO may issue bulletins or news releases or disseminate informational materials to advise the public of the potential risks of the large wood debris in the waterway.
- Contact the King County Office of Emergency Management (OEM) Duty Officer to notify of large wood or waterway closure situation, when warranted.



## VI. RESOURCE REQUIREMENTS

As stated.

## VII. REFERENCES:

### **King County**

- *King County Executive Order ACO 8-1-7 (A-EO) Delegated Line of Succession*
- *King County Emergency Procurement Ordinance #12163*
- *King County Motion 12645 - Protocol for Responding to Reports of Naturally-Occurring Large Wood in Navigable Rivers and Streams, Appendix D*

### **King County Department of Natural Resources and Parks**

- DNRP Continuity of Operations Plan
- DNRP Emergency Communications Protocols
- DNRP Emergency Quick Reference Sheet
- DNRP Geographic Information System Center Disaster Recovery Plan

### **King County Solid Waste Division**

- *Management Emergency Response Reference Guide* (provides materials to management and supervisors for call out, staff response, facility layouts, vendor contacts, line of succession for the Department of Natural Resources and Parks (DNRP), and all divisions within DNRP and the King County Department of Transportation)
- *Solid Waste Division Hazardous Materials Emergency Response Site Plans* (provides policy and procedures for hazardous materials emergency response at Solid Waste Division sites)
- *Emergency Response Quick Reference Guides for Cedar Hills Regional Landfill, Transfer Station Operators, Scale Operators and Truck Drivers* (provides first response step-by-step procedures for handling specific types of emergency situations)
- *Free Disposal Motions and Ordinances* as needed (The DNRP Department Director or King County Executive confer with Council. Council makes the decision to pass a motion or ordinance for free disposal generally one week after an incident.)
- *Solid Waste Division Transfer Stations and Landfills Operations and Maintenance Site Plans*
- *Waste Acceptance Policy Guidelines*

- *Washington State Solid Waste Handling Standards (WAC 173-350)*
- *Washington State Criteria for Municipal Solid Waste Landfills (WAC 173-351)*
- *Environmental Protection Agency (EPA) Resource Conservation and Recovery Act (RCRA) Subtitle D*
- *National Pollutant Discharge Elimination System (NPDES)*
- *Seattle King County Health Department Title 10*
- *Solid Waste Division Disaster Recovery Plan (Draft)*

**King County Water and Land Resources Division**

- *The 2006 King County Flood Hazard Management Plan*
- *The Flood Warning Instruction Book (updated annually)*
- *King County's Public Assistance Policies During Floods*
- *Drainage Emergency Response Protocols*
- *KC DOT Roads Division Regional Road Maintenance ESA Program Guidelines*

**Wastewater Treatment Division**

- *Wastewater Treatment Division Emergency Response Plan*
- *Wastewater Treatment Division Overflow Manual*
- *National Pollutant Discharge Elimination System (NPDES) Permits:*
  1. *South Treatment Plant in Renton - WA-002958-1*
  2. *West Point Treatment Plant in Seattle - WA-002918-1*
    1. *Vashon Treatment Plant – WA-002252-7*
    2. *Carnation Treatment Plant – WA-003218-2*

**IV. VIII. TERMS & DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms

**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 4  
FIREFIGHTING**

**PRIMARY AGENCIES:** King County Department of Development and  
Environmental Services (DDES)

**SUPPORT AGENCIES:** Department of Executive Services (DES)  
V. King County Sheriff's Office (KCSO)

## **I. INTRODUCTION**

Fire services for the purpose of this document are considered fire suppression and control, emergency medical care, and immediate life safety services as delivered by fire service agencies. Fire service in King County is provided by various agencies including fire protection districts, municipal fire departments, privately owned fire resources, and state and federal agencies. Under the direction of the Sheriff's Office, King County International Airport Police and Aircraft Rescue Fire Fighting Unit (KCIA Police/ARFF Unit) has fire resources that respond to aircraft incidents at King County International Airport.

### **A. Purpose**

The purpose of this ESF is to identify direct service and coordination responsibilities of King County government agencies for fire resources during a disaster.

### **B. Scope**

This ESF applies only to King County government agencies and is meant to be compatible with the King County Fire Resource Plan, the South Puget Sound Regional Fire Defense Plan, and the Washington State Fire Services Resource Mobilization Plan.

## **II. POLICIES**

King County agencies that provide fire service or support fire service will coordinate with other federal, state, and local organizations to support essential fire service operations. Provisions covered under K.C.C. Title 17.04 outline the responsibility of the Fire Marshal in emergencies. These provisions may include acting in an advisory capacity to operational activities when a fire chief has made such a request.

Policies and procedures utilized during disasters will support the protection of life, property, and the environment. During disasters, normal policies and procedures may be modified based on circumstances.

### **III. SITUATION**

#### **A. Emergency/Disaster Conditions and Hazards**

King County will periodically experience emergency situations, which may overwhelm current fire service capabilities. Equipment and personnel may be damaged or unavailable at times when they are most needed. The King County Hazard Identification and Vulnerability Analysis describes situations that affect our area and may impact resource availability.

#### **B. Planning Assumptions**

The King County Sheriff's Office is responsible for Aircraft Rescue and Fire Fighting (ARFF) at the King County International Airport.

When the magnitude of an aircraft incident exceeds the available Airport ARFF resources, additional resource support from other organizations is required.

The Department of Development and Environmental Services, Fire Marshal's Office, will provide a link between King County government and fire service resources.

The Department of Development and Environmental Services, Fire Marshal's Office is not a 24-hour operation.

The King County Fire Chiefs' Association will provide personnel to the King County Emergency Coordination Center (ECC) in order to coordinate fire services within King County and with other jurisdictions. Should they be unable to do so, the King County Fire Marshal's Office will assume that role.

The King County Fire Resource Plan, the South Puget Sound Regional Fire Defense Plan, and the Washington State Fire Services Resource Mobilization Plan are utilized within King County.

### **IV. CONCEPT OF OPERATIONS**

#### **A. General**

Because King County relies on other organizations to provide fire services within the County, it is critical that coordination between fire service providers and other response organizations be a focal point. To enhance coordination, fire zone coordinators or their designee, as identified in the King County Fire Resource Plan, may request activation of the King County ECC. Appropriate County agencies will respond to the King County ECC to provide coordination of County resources with the fire service.

Mutual Aid Agreements, both formal and informal, exist between fire response agencies in King County and the Puget Sound Region.

A cadre of volunteer structural engineers has been trained in ATC 20 is managed thru DDES for post incident structural damage assessment.

### **B. Organization**

Fire service providers within King County maintain their own command structure with the majority of agencies using the National Incident Management System (NIMS) Incident Command System (ICS) model.

### **C. Procedures**

When the King County ECC is activated, a King County Fire Chiefs' Association Fire Zone Coordinator will be requested to coordinate fire service resources. A representative from the King County Fire Marshal's Office may be requested to assist with coordination of fire resources between County government and local fire service providers.

If an aircraft incident occurs at the King County International Airport and requires coordination of multiple agencies and additional resources, the King County Sheriff's Office may request activation of the King County ECC. The Sheriff's Office representative will coordinate fire service needs with a Fire Zone Coordinator or a representative from the Fire Marshal's Office.

Response operation procedures are determined by city and fire district's officials. Response procedures are consistent with the National Fire Protection Association (NFPA) standards.

### **D. Mitigation Activities**

King County supports fire service providers in their efforts to provide public education in the area of fire prevention and safety. King County DDES, Fire Marshal's Office, supports and enforces appropriate fire codes for County government and unincorporated areas.

### **E. Preparedness Activities**

King County encourages fire service providers to develop and maintain emergency management plans, procedures, and supplies as they relate to emergencies and disasters.

### **F. Response Activities**

Fire service providers will operate in accordance to plans and procedures during times of emergencies and disasters. They are encouraged to coordinate activities with other departments and agencies to support the general mission of King County during the incident. King County Government does not direct primary fire response agencies but has influence over secondary response activity, including KC ECC coordination of fire response activity. Response to an incident involving KC ECC activation includes procedures consistent with King County Department, Division, and KC Office of Emergency Management Procedures.

### **G. Recovery Activities**

Fire service providers are encouraged to participate in recovery efforts as they relate to reconstitution of fire services and overall recovery efforts. Directing recovery activities are not a fire marshal responsibility.

## **V. RESPONSIBILITIES**

### **A. Primary Agencies**

#### **The King County DDES, Fire Marshal's Office shall:**

Because most fire services within King County are provided by agencies other than King County government, the primary role for the Fire Marshal's Office is coordination of King County resources with fire service providers in the incident that the King County Fire Chief's Association can not send a representative to the King County ECC.

### **B. Support Agencies**

The King County Sheriff's Office, Airport Rescue and Firefighting Section may provide fire and rescue services for aircraft related incidents on King County International Airport. In addition to providing the initial fire suppression and rescue, the Unit assumes the incident command role in multi-agency responses.

The King County Office of Emergency Management will maintain an ongoing cooperative relationship with local fire service providers and will assist them in disaster planning, preparedness, and recovery activities.

All County agencies will support fire response efforts during times of major emergencies or disaster.

## **VI. RESOURCE REQUIREMENTS**

All fire resources are detailed in references below. Local and state mutual aid agreements and mobilization plans detail how resources are provided

## **VII. REFERENCES**

- King County Fire Resource Plan
- South Puget Sound Regional Fire Defense Plan
- Washington State Fire Services Resource Mobilization Plan
- King County Hazard Identification and Vulnerability Analysis

## **VI. VIII. TERMS & DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms

**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 5  
EMERGENCY MANAGEMENT**

**PRIMARY AGENCY:** King County Department of Executive Services  
(DES), Office of Emergency Management

**SUPPORT AGENCIES:** King County Government including Executive,  
Legislative, and Judicial Branches

**I. INTRODUCTION**

**A. Purpose**

To define the emergency management roles and responsibilities of King County Office of Emergency Management (KC OEM), and to detail the collection, documentation, and distribution of information and data, to and from the King County Emergency Coordination Center (KC ECC).

**B. Scope**

This ESF is applicable to all KC OEM Staff, King County department employees, and volunteers who staff the KC ECC during activation, including King County government organizations located in the Executive, Legislative, and Judicial branches of King County government.

**II. POLICIES**

KC OEM is the lead organization of King County Government for the four phases of emergency management and is the primary manager of the KC ECC. The National Response Framework (NRF) defines the four phases of emergency management as:

- **Mitigation:** *“Activities designed to reduce or eliminate risks to persons or property or to lessen the actual or potential effects or consequences of an incident. Measures may include zoning and building codes, floodplain buyouts, and analysis of hazard-related data to determine where it is safe to build or locate temporary facilities.”*
- **Preparedness:** *“The range of deliberate, critical tasks and activities necessary to build, sustain, and improve the operational capability to prevent, protect against, respond to, and recover from domestic incidents. Preparedness is a continuous process involving efforts at all levels of*



*government and between government and private-sector and nongovernmental organizations to identify threats, determine vulnerabilities, and identify required resources.”*

King County OEM is proactive with preparedness public education campaigns, including programs such as 3-Days, 3-Ways and Take Winter By Storm.

- **Response:** *“Activities that address the short-term, direct effects of an incident. Response includes immediate actions to save lives, protect property, and meet basic human needs. Response also includes the execution of emergency operations plans and of incident mitigation activities designed to limit the loss of life, personal injury, property damage and other unfavorable outcomes.”*
- **Recovery:** *“The development, coordination, and execution of service and site restoration plans for impacted communities and the reconstitution of government operations and services through individual, private-sector, nongovernmental, and public assistance programs that: identify needs and define resources; provide housing and promote restoration; address long-term care and treatment of affected persons; implement additional measures for community restoration; incorporate mitigation measures and techniques, as feasible; evaluate incident to identify lessons learned; and develop initiatives to mitigate the effects of future incidents”*
- Additionally, the NRF has added a fifth phase called prevention defined as:  
**Prevention:** *“Actions taken to avoid an incident or to intervene to stop an incident from occurring. Prevention involves actions taken to protect lives and property. It involves applying intelligence and other information to a range of activities that may include such countermeasures as deterrence operations; heightened inspections; improved surveillance and security operations; investigations to determine the full nature and source of the threat; public health and agricultural surveillance and testing processes; immunizations, isolation, or quarantine; and, as appropriate, specific law enforcement operations aimed at deterring, preempting, interdicting, or disrupting illegal activity and apprehending potential perpetrators and bringing them to justice.”*  
Prevention is currently assigned in the King County Comprehensive Emergency Management Plan (KC CEMP) to the King County Sheriff’s Office (KCSO) under ESF-13 Public Safety and Security, and Seattle-King County Public Health, (ESF-8, Public Health & Medical Services).
- When disaster strikes, King County government agencies are expected to provide information and staffing to the KC ECC to facilitate updates on department status of mission critical functions and resource requirements.

When requested, King County government agencies will provide staffing (ECC reps, PIOs, Policy Group members) and informational updates to the KC ECC in accordance with the King County Comprehensive Emergency Management Plan (KC CEMP) Basic Plan Section V.

- All agencies will perform Rapid Impact Assessment (RIA) to quickly capture and assess the degree that the incident has challenged the community and report the information to the KC ECC in accordance with ESF-14.
- KC OEM will provide staff support for Department of Homeland Security grant programs, and participate on Washington State Homeland Security (SHSP) Region 6 and Seattle Urban Area Security Initiative (UASI) committees/workgroups/taskforces as appropriate.

### **III. SITUATION**

#### **A. Emergency/Disaster Conditions and Hazards**

- See the KC CEMP Basic Plan, Section III. Situation, A. Disaster Conditions and Hazards.

#### **B. Planning Assumptions**

Selected King County departments have responsibility for defined emergency management phases [example: KC DNRP has responsibility for flood plain management (mitigation); KC DDES has responsibility for building codes (mitigation)]

All King County government departments have responsibility for ensuring that adequate disaster supplies and equipment are available for department staff (preparedness).

King County residents, businesses, industry, tribes, and public sector may need to use their own resources and be self-sufficient following a disaster for a minimum of three days, possibly longer.

King County may be unable to satisfy all emergency resource requests during a major emergency or disaster.

The use of Memorandum of Understandings/Agreements (MOU/MOA) will be utilized at the lowest level of response whenever possible.

The receipt, analysis, and dissemination of accurate disaster information is necessary to provide local, state, and federal governments with a basis for determining priorities, needs, and the availability of resources.

Early in an incident little information will be available and initial information received may be vague or inaccurate.

Communications outages may hamper the collection and dissemination of accurate disaster information.

KC OEM may receive funding from federal programs such as the Emergency Management Performance Grant (EMPG), Mitigation funding, and Department of Homeland Security (DHS) as long as funding is available.

#### **IV. CONCEPT OF OPERATIONS**

##### **A. General**

KC OEM and the KC ECC is the focal point of emergency management for King County Government. All phases of emergency management are utilized by King County government. Departments will report disaster impacts to the KC ECC. When required, the KC ECC will draft a proclamation of disaster for signature by the King County Executive, and forward a copy to the Washington State EOC.

##### **B. Organization**

The KC ECC is organized in accordance with the National Incident Management System (NIMS). The KC ECC organizational structure implements the use of Command and General Staff positions for incident management.

##### **C. Procedures**

KC OEM Project/Program Manager III personnel rotate staffing the position of Duty Officer (DO), available 24/7/365. The DO is available to support King County government and regional stakeholders with emergency management situations, which may include activation of the KC ECC. The DO utilizes the KC OEM Duty Officer Book to guide initial response and request for support.

Disaster information will be obtained through all means available, including but not limited to damage and situation reports from the KC OEM DO, residents, other jurisdictions, King County agencies, the media and the Joint Information Center (JIC). Information will be analyzed, evaluated, and made available to appropriate KC ECC staff for the development of the incident action plan (IAP), allocation of resources, development of proclamations, and overall situational awareness. Methods of dissemination will be through displays, situation reports,

Internet postings, email, operational briefings, the JIC, and public information outlets (media partners).

All documents generated by the KC ECC will be reviewed and approved by the Incident Manager or their delegate prior to release. All public information documents will be reviewed and approved by the King County Communications Director or their delegate and the Incident Manager or delegate prior to publication. All incident documents and logs must be secured for a minimum of seven years after the activation.

Operational briefings will be held at established intervals as determined by the ECC Supervisor.

#### **D. Mitigation & Preparedness Activities**

King County Government agencies will ensure that personnel, property, and equipment are protected from the effects of disasters by complying with Paragraph V C. "Role of King County Government" of the Basic Plan.

#### **E. Response & Recovery Activities**

Response and recovery activities are detailed in department/division procedures and Standard Operating Procedures (SOPs), and appropriate state and federal recovery guidelines.

#### **F. Prevention Activities**

To be determined by KCSO (ESF-13) and Seattle-King County Public Health (ESF-8).

### **V. RESPONSIBILITIES**

#### **A. Primary Agency**

##### **King County OEM shall:**

- Provide emergency management for unincorporated sections of King County.
- Provide support for regional disaster mutual aid consistent with signed Memorandums of Understanding/Agreements (MOU/MOA) when appropriate.
- Facilitate preliminary damage assessment (PDA) for cities, tribes, special purpose districts, residents, and the business communities within King County, and consolidate and forward PDA data to the Washington State Emergency Management Division (WAEMD) within the state identified timeline.

**The KC ECC Incident Manager shall:**

- Have overall responsibility for managing King County's disaster response and recovery. Additionally, the incident manager will ensure the timely development of KC ECC information products including situation reports, rapid impact assessments, public information products, and emergency proclamations.

**The KC ECC Supervisor shall:**

- Assign staff to Command and General Staff positions for developing and implementing the Incident Action Plan.
- Ensure that appropriate information is compiled and disseminated to King County Government elements, cities, special purpose districts, tribes, and state and federal agencies, as appropriate.

## **VI. RESOURCE REQUIREMENTS**

**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 6  
MASS CARE, EMERGENCY ASSISTANCE, HOUSING & HUMAN SERVICES**

**PRIMARY AGENCY:** King County Office of Emergency Management

**SUPPORT AGENCIES:** King County Dept of Natural Resources and Parks  
American Red Cross  
King County Department of Community & Human  
Services  
King County Finance and Business Operations Division  
Public Health- Seattle & King County  
Regional Animal Services of King County  
King County Dept of Development & Environmental  
Services

## **I. INTRODUCTION**

### **A. Purpose**

The purpose of Emergency Support Function (ESF) 6 is to define and facilitate King County Government's roles and responsibilities in mass care, emergency assistance, housing and human services to residents of unincorporated King County, and support and coordination services to incorporated jurisdictions within King County.

### **B. Scope**

Mass Care in King County is a shared responsibility between King County government, incorporated cities, the Seattle-King Chapter of the American Red Cross, and other non-profit agencies such as the Salvation Army. Incorporated cities in King County have responsibility to coordinate their own mass care shelters using city assets, or to coordinate with the King County Emergency Coordination Center (ECC) in the placement of mutually supported shelters. King County government is the lead coordinating support for mass care activities and shelters in the unincorporated areas of King County.

Mass care services include sheltering for people and animals, emergency feeding and relief supplies, first aid, and disaster welfare information. This may also include vulnerable populations, special/specific needs and medically fragile individuals. Housing services may include provisional assistance for short and long term needs. Human services may include related recovery efforts such as counseling, benefit claims assistance, identification and postal services, financial services and associated

human services that can be delivered through Disaster Assistance Service Centers, as needed. Emergency Support Function (ESF) 14-Long Term Community Recovery and Mitigation Annex addresses these long term community recovery issues. Mass evacuation is addressed in the Mass Evacuation Incident Annex in this plan.

## **VII. POLICIES & AUTHORITIES**

It is the policy of the government of King County to provide the emergency management organization and resources to minimize the loss of life, protect public property and the environment in unincorporated King County. Additionally, King County will provide support to other jurisdictions within King County to the maximum extent possible depending on the disaster conditions.

Incorporated jurisdictions will perform emergency management functions within their jurisdictional boundaries as mandated by RCW 38.52.070. A collaborative response by public, tribal, private and nonprofit organizations will greatly benefit and facilitate mass care services throughout the King County region.

The American Red Cross will provide staff, supplies, and shelters as disaster conditions dictate and resources allow, in accordance with the Disaster Relief Act of 1974 (P.L. 93-288, as amended by the Stafford Act).

King County's ESF-6 will be implemented based on the impacts of major natural or technological disaster incidents on King County and its incorporated cities. The King County ECC will coordinate with King County Departments and regional partners regarding the activation, operations, and demobilization of shelters.

If the disaster incident impacts the unincorporated King County or multiple cities within King County the King County Emergency Coordination Center (King County ECC) will make decisions regarding the location and activation of shelters. Such decisions will be based upon available resources, maximum shelter populations and condition of impacted areas served.

Appropriate federal, state, and local jurisdiction, voluntary agency, and private sector resources will be used as available.

Mass care shelters are temporary in nature and are designed for people displaced as a result of emergency incidents or disasters. All mass care and shelter services will attempt (but not guarantee), to meet current requirements for the Americans with Disabilities Act (ADA). Services will be provided without regard to economic status, race, religion, political, ethnicity, sexual orientation, or other affiliation. According to the ADA, service animals are extensions of their owners and have the same access to public transportation and sheltering as their owners at all times.

Disaster Welfare Information is provided by the American Red Cross.

Shelters for pets and livestock will be activated by Regional Animal Services of King County with help from local veterinary and volunteer animal care organizations. Pets and livestock shelters may be separated from general population shelters. All reasonable and practical steps will be taken to ensure that shelters do not become contaminated. Livestock sheltering is addressed in ESF 11- Agriculture & Natural Resources in this plan, as well as in the Washington State and local jurisdictional Emergency Management Plans.

The National Pets Evacuation and Transportation Standards Act of 2006 (H.R. 3858-PETS) requires local and state emergency preparedness authorities include plans for pets and service animals in disaster plans, grants FEMA the authority to assist states and local communities in developing disaster plans to accommodate people with pets and service animals, authorizes federal funds to help create pet-friendly emergency shelter facilities, and allows FEMA to provide assistance for individuals with pets and service animals, and the animals themselves following a major disaster.

### **III. SITUATION**

#### **A. Emergency/Disaster Conditions and Hazards**

King County is vulnerable to all of the natural and technological disaster events that are detailed in the King County Hazard Identification and Vulnerability Analysis (HIVA). Historically, disasters in King County tend to have cumulative impacts that disrupt utility, communications, medical, transportation, and food service systems at the same time. Because of those impacts, emergency response efforts can be seriously reduced. The movement of disaster supplies and service providers, emergency workers, and volunteers can be impeded. Professional emergency responders may be unable or delayed in reaching their assigned organizations due to injury, death, or family problems. Information concerning general disaster conditions and hazards for King County are in the Basic Plan.

Depending on the disaster, there may be a requirement for shelter sites for hundreds to thousands of people that are impacted by a disaster. Many may be separated from their families due to impassible transportation routes and gridlock.

#### **B. Planning Assumptions**

The local and regional utilities, communications, lifelines, medical and transportation systems and networks will sustain damage. Disaster response and recovery activities will be difficult to coordinate.

Public, private, volunteer organizations and the general public will have to use their own resources and be self-sufficient for a minimum of three days, possibly, longer.



A partnership approach will be needed between public, private, and volunteer agencies in order to provide sheltering for large-scale disaster incidents in King County.

Independent city jurisdictions will provide their own shelters using city staff, resources, and facilities. King County Office of Emergency Management is the lead agency for coordination of emergency mass care sheltering in unincorporated King County or when shelter needs exceed the capability of one or more King County jurisdictions. King County Departments will support this effort with resources and facilities if available. Mutual aid resources will be used for small incidents, but may be unable to meet the needs of a large-scale emergency or disaster.

Shortages of emergency response personnel will exist creating a need for auxiliary fire, police, search and rescue, emergency medical, transit, public works, utilities, and shelter manager personnel. Private sector support will be needed to augment disaster response and recovery efforts.

There may be individuals with specific/special needs and issues such as cognitive disabilities, communication disabilities, disabilities and medical concerns, environmental or chemical sensitivities, hearing loss, those on life support systems, mobility concerns, psychiatric disorders, visual disabilities, and individuals with service animals that will need to be sheltered or evacuated. Evacuation and sheltering of medical patients is the responsibility of ESF #8 – Public Health and Medical Services.

#### **IV. CONCEPT OF OPERATIONS**

##### **A. General**

During small local disasters when the King County ECC is not activated, the Red Cross, in partnership with the affected city or King County Office of Emergency Management will provide shelter and mass care service coordination through the chapter headquarters, in accordance with their Chapter Disaster Response Plan, as appropriate to their operational capacity.

When larger-scale disasters impact and overtax individual cities, the city will request support from the King County Office of Emergency Management.

Requests for shelters and Disaster Assistance Services Centers will be coordinated through the King County Emergency Coordination Center (ECC) during a major disaster impacting King County. Shelter requests will be prioritized and coordinated by the King County ECC Health and Human Services Branch representatives as defined in the Regional Shelter Operations Incident Annex of this plan.

King County departments are responsible for supporting the King County Office of Emergency Management with specialty resources for shelters as needed and available. The Washington State Homeland Security Shelter Workgroup has classified shelter and cooling/warming center types in order to facilitate proper scaling of shelters when needed. See Table 1 in this ESF.

When the King County ECC is activated, placement, coordination, operations, and support of shelters will be a cooperative effort between the King County ECC, cities, the American Red Cross (ARC) and selected social service agencies.

When a mass care shelter is set up during a major disaster incident, a team approach will provide needed support:

- Location will be determined by the King County ECC representatives. If possible King County park sites will have park staff representatives on location, while the shelter is open.
- Shelter Managers will be chosen by either the Red Cross or the jurisdiction that has staff trained by the Red Cross in shelter management.
- Health inspections will be provided by Public Health-Seattle & King County.
- Facility inspections by King County DDES.
- Security will be coordinated by the police organization that supports the geographical area where the shelter is located.
- Food service will be provided by ARC, Salvation Army, or other selected organizations.
- Crisis Counseling will be coordinated by the Department of Community and Human Services with contracted community mental health providers, American Red Cross, Public Health-Seattle and King County, and the volunteer medical reserve corps.
- Supplies such as water, sanitation, generators, etc. from public agencies and private vendors.
- Communications support from amateur radio organizations, will be requested as needed.

## **B. Organization**

The King County ECC Health and Human Services Branch or the Regional Shelter Management Incident Command, if established, will coordinate the placement, opening, and support of shelters and mass care activities.

## **C. Procedures**

The American Red Cross maintains procedures for the opening, and management of shelters. The Regional Shelter Operations Incident Annex of this plan defines the procedures for shelter operations engaging more partners than just American Red Cross.

#### **D. Mitigation/Preparedness Activities**

All primary and support agencies will ensure that personnel and equipment are protected from the effects of disasters by complying with Paragraph V, of the Basic Plan.

#### **E. Response/Recovery Activities**

All response and recovery activities are detailed in department/division procedures, and appropriate state and federal recovery guidelines.

### **V. Responsibilities**

#### **A. Primary Agency**

King County Office of Emergency Management is responsible for coordinating mass care that comprises shelters, feeding, and emergency first aid in unincorporated King County and when King County jurisdictions request support.

#### **B. Support Agencies**

##### **The King County DNRP will provide:**

- Representatives in the King County ECC to assist King County Office of Emergency Management as a member of the Mass Care Team.
- Representatives in the ECC to manage Emergency Support Function (ESF) 11
- Assistance with distribution of food and water resources

##### **The American Red Cross support may include:**

- Representatives in the King County ECC for coordination of shelter requests as part of the Mass Care Team.
- Mass care for small emergencies or localized incidents not requiring activation of the King County ECC.
- Initial resources (staff, supplies, locations) to provide mass care shelters, feeding, and emergency first aid during large disaster incidents;

##### **King County Department of Community & Human Services will:**

- Crisis Counseling will be coordinated by the Department of Community and Human Services with contracted community mental health providers, American Red Cross, Public Health-Seattle and King County, and the volunteer medical reserve corps.

**Regional Animal Services of King County will:**

- Designate and approve local volunteer animal care groups to staff the King County ECC and will be the primary King County agency for animal rescue, mass care, sheltering and logistical support.
- If needed, request assistance from other organizations such as the Humane Society of the US.

**Public Health- Seattle & King County will:**

- Coordinate and provide public health technical assistance for mass care operations.
- Coordinate the establishment of Alternate Care Facilities as determined appropriate.
- Coordinate movement of fragile populations from general shelters to alternate care facilities and/or appropriate healthcare facilities.
- Assist with environmental health assessments and conduct inspections to ensure that environmental controls are provided to assure safe and healthful healthcare facilities.
- Support DCHS and ARC in meeting the demands for mental health services.
- Provide guidance and direction for the care of deceased shelter occupants.

**King County Dept of Development & Environmental Services will:**

- Perform pre-occupancy shelter facility inspections.

**VI. Resource Requirements**

Each participating organization will provide personnel for 24-hour operations when the KC ECC or a Regional Shelter Management Incident Command is activated.

**VII. References**

- American Red Cross Regulations 3000, 3030
- The Disability Resource Center: Emergency preparedness for special needs including disability specific tips.  
<http://www.disabilitypreparedness.gov/ppp/disabil.htm>
- Family Voices. "Emergencies and Disasters: Keeping Children and Youth with Special Health Care Needs Safe".  
<http://www.familyvoices.org/info/emergencies.php>
- Children's Hospital Emergency Preparedness for Families of Children with Special Needs site:  
<http://www.cshcn.org/resources/EmergencyPreparedness.cfm#three>
- Pets Evacuation and Transportation Standards (PETS) Act of 2006 (HR 3858)
- Homeland Security Act of 2002
- FEMA Disaster Assistance Policy 9523.19-Eligible Costs Related to Pet Evacuation And Sheltering, October 24, 2007.

## **VIII. TERMS & DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms

**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 7  
RESOURCE SUPPORT**

**PRIMARY AGENCIES:** Office of Emergency Management, Department of Executive Services (DES)

**SUPPORT AGENCIES:** Office of the King County Executive  
Finance & Business Operations Division, DES  
Human Resources Management Division, DES  
Facilities Management Division, DES  
Department of Natural Resources & Parks  
Department of Transportation

## **I. INTRODUCTION**

### **A. Purpose**

The purpose of this Emergency Support Function (ESF) is to provide logistical and resource guidance and support following an emergency or disaster.

### **B. Scope**

Resource support involves the provision of services, personnel, equipment, commodities, and facilities by King County government to County departments, and if possible, cities, tribes, and special purpose districts during the response and recovery phases of an emergency or disaster. Medical supplies and personnel are addressed in ESF 8-Public Health and Medical Services.

Logistical and resource coordination under this ESF will be through:

1. The three King County Emergency Coordination Zones and the King County Emergency Coordination Center;
2. Efficient and prudent management of available resources within the King County region, and
3. Use of a standard system for requesting, obtaining, and deploying additional resources.

## **II. POLICIES AND AUTHORITIES**

The King County Executive or his/her designee may be the authority for decisions on resource priorities and distribution.

- As stated in the Basic Plan, Introduction and Resource Prioritization Strategy and Concept sections, King County government priorities for this CEMP are

protection and continuity of life safety, public property, government services, the economy, and the environment.

- Equipment, supplies, and personnel needed by King County Departments should be sought from other King County departments and local sources first, then within the King County Fire/Emergency Management zone, then from other King County Fire/Emergency Management zones. Resource needs beyond the capacity of the local level and within King County will be forwarded to the State of Washington or through the State to the Federal Government.
- Other jurisdictions or Regional Disaster Plan signatory organizations will follow the legal and financial guidelines established in the “Omnibus Legal and Financial Agreement” in the Regional Disaster Plan.
- In situations where a MultiAgency Coordination System (MACS) is activated, overall priorities for resource management may be set by the MACS representatives. The King County Executive, or his/her designee, still retains the authority for King County government resource priorities and distribution.
- The Finance and Business Operations Division and King County departments may operate under existing authorities and regulations.
- King County Ordinance 12163 amended King County Code (KCC) 4.16 Emergency Purchases to accommodate circumstances in which emergency purchases may be authorized.
- Memorandum of Understanding for Procurement Cards (P-Cards) for Emergency Procurement Response Staff, dated October 2007, allows higher dollar expenditures and daily transaction limits to be used only when the Emergency Coordination Center has been activated.

### **III. SITUATION**

#### **A. Emergency/Disaster Conditions and Hazards**

Disasters can have an immediate impact on local resources depending on the type and size of the disaster, and the size and capability of the affected organization. Specialized equipment and resources may also be required to save lives, and protect and restore property during response operations. Expeditious identification, procurement, and allocation of resources are vital to ensure effective emergency response operations. A significant emergency or disaster may severely damage and limit access to the resource infrastructure.

The architecture for how King County government and participating organizations collectively respond to disasters is addressed in the Basic Plan. King County

government is responsible for government services and unincorporated King County. The use of geographic divisions of King County (Emergency Coordination Zones) is integral to resource management for jurisdictions, tribes, and special purpose districts. The King County Emergency Coordination Zone Coordinators for Zone 1, Zone 3, and Zone 5 are responsible for resource coordination, allocation, and tracking within their zones. See the Basic Plan for a current map of King County zones and jurisdictions. The Regional Disaster Plan and accompanying Omnibus Legal and Financial Agreement defines the legal platform for resource sharing among King County cities, tribes, special purpose districts, and private sector signatories.

See the King County Emergency Management Plan, Basic Plan, and the King County Hazards Identification Vulnerability Assessment (HIVA) for discussions of relevant hazards for King County.

## **B. Planning Assumptions**

- King County's support of response to an emergency or disaster event may be severely impacted. No guarantee of a perfect response system is expressed or implied by this ESF. King County can only endeavor to make every reasonable effort to respond based on the situation, information, and resources available at the time of the disaster.
- Specific resources may be exhausted due to impacts of disasters. Extraordinary measures may have to be taken in order to resupply King County departments.
- The normal forms of communication and utilities may be severely interrupted during the early phases of an emergency or disaster.
- Transportation providing resources to affected areas may be cut off or delayed because of damage to roads, bridges, airports, seaports, rail lines, and other transportation means.
- Following an emergency or disaster, there may be a need to provide resources, goods, and services to the affected areas.
- Fundamental resources such as water, food, first aid, shelter and sanitation supplies, fuels, and hand tools may be needed. King County does not have sufficient supplies and equipment on hand for long term use.
- Disaster response and recovery may be limited by the inability of the general citizenry to be self-sufficient for more than three days without additional supplies of food, water, medical, and shelter resources.



- There may be delays in all normal services such as police, fire, EMS, public works, transportation, and water/sewer and utilities response due to damage to facilities and equipment and shortages of personnel.
- There may be shortages of critical drugs and medicines at medical facilities due to limited storage capacities.
- The management and logistics of resource support is highly situational and is dependent upon the event, resource accessibility, transportation systems availability, and location of vendors and suppliers.
- If the emergency involves multiple incidents, a Multi Agency Coordination System (MACS) may be activated. The key function of the MACS is to facilitate resource allocation decisions based on incident management priorities. The MACS group typically consists of principals from organizations with significant incident management support/resource responsibilities and will establish resource priorities between multiple events.
- The cost of responding to an incident should not inhibit the actions necessary to address the situation or circumstance.
- Resource inventories will vary, and maintaining current resource lists will be most effectively managed at the department, city, agency, and organizational level first.

#### **IV. CONCEPT OF OPERATIONS**

##### **A. General**

- When the King County ECC is activated for emergencies or disasters, it will be the focal point for resource management for King County government and unincorporated areas during the event. After an individual jurisdiction issues a disaster proclamation, the ECC may provide support for incorporated and special purpose districts (fire, school, water/sewer, drainage, and hospital), ports, and Indian Tribes if needed or available.
- Department representatives in the ECC serve as specialists and advisors for their respective departments and organizations. They will assist in the coordination, management, distribution, and conservation of supplies and resources necessary to King County government's emergency operations.
- Elected and appointed heads of King County government departments and offices will operate under County Codes authorizing normal and emergency

purchase of supplies, equipment, and services. Established procedures for procurement, distribution, and management of resources will be followed by all departments and offices. All departments should maintain vendor and supply lists of the most critical supplies, equipment, and services that enable them to operate under disaster conditions.

- Local jurisdictions (cities, special purpose districts, ports, Indian tribes) shall officially proclaim a disaster or emergency and expend available resources (including, mutual aid, and private sector procurement) prior to seeking assistance through the King County ECC.
- *The Regional Disaster Plan for Public and Private Organizations in King County* (RDP) is a voluntary quasi-mutual aid agreement and contains the RDP Omnibus Financial & Legal Agreement. Those jurisdictions, tribes, special purpose districts, and other signatories that have signed onto the RDP should have exhausted their resources through the RDP process.
- When resource requests exceed the capability of King County government, the Finance and Business Operations Division and Office of Human Resource Management representatives in the ECC will coordinate requisitions and requests for supplemental supplies, equipment, and personnel through mutual aid agreements and with private contractors. The determination of whether to use public or private sector resource providers is based on critical need, availability, and delivery times of the particular resource. When all local resources (public and private) are depleted, the King County ECC Director or designee will request support from the Washington State Emergency Operations Center (EOC). The State EOC can provide state, mutual aid, the Emergency Management Assistance Compact (EMAC), or federal resources.
- The type, location, and extent of the disaster event will determine geographical locations for Logistics Staging Areas (LSAs) for resources and donated goods receipt and management. There are limited identified LSAs in King County that have been communicated to the State. A listing of identified LSAs can be obtained from the King County Office of Emergency Management.
- Some jurisdictions are identifying and training Community Points of Distribution (CPODs) teams for set up and distribution of life-sustaining supplies to individuals in the event of an emergency.

## **B. Organization**

- ESF 7 will be managed by the King County Office of Emergency Management (OEM) and assisted by the Finance and Business Operations Division, with

personnel support from the Human Resources Division, and from the King County ECC logistics section.

- King County Finance and Business Operations Division is responsible for managing emergency or disaster procurement and contracting issues. Additionally, the Finance and Business Operations Division will provide assistance to the Office of Emergency Management, departments and regional partners, as necessary with the accounting of donated money and/or goods and services., The Finance and Business Operations Division may also assist non-county government agencies and/or organizations with purchasing of supplies and equipment, when requested by the KC ECC Incident Manager.
- Donated goods will not be accepted by King County ECC due to the high overhead costs and staff time required for processing. Donated goods may be accepted and processed through other identified agencies depending on the incident.
- The director of each County government department and office determines quantities and use of equipment and supplies based on need.
- The Human Resources Management Division is responsible for assisting King County OEM with personnel resource requests for emergency or disaster operations, including ECC staffing, and managing emergent volunteers.
- It is incumbent on cities, tribes, and organizations to inform their Zone Coordination Centers (if activated) or the King County Emergency Coordination Center (ECC) of resource requests that have been sent directly to the State. Preferably, State and Federal resource requests will be sent through the King County ECC.

### **C. Procedures**

- Resource requests beyond the capacity of day to day operations will be received and processed through the King County Emergency Coordination Center (ECC). The requests, tracking, use and demobilization of resources will be coordinated by the King County ECC. Refer to the King County ECC Procedures Manual, Logistics section.
- The Finance and Business Operations and Human Resources Management Divisions will provide personnel to manage resource requests in the King County ECC Logistics Section when needed.
- Normal supply procedures of King County government will be used whenever possible. Existing procedures for purchasing and contracting during an emergency or disaster shall be followed in accordance with King County Code

(KCC) 4.16.050 Emergency Purchases, and other relevant KCC modifications as covered under King County Ordinance 12163.

- All King County departments that request resources shall provide either an ARMS Low Org number or IBIS Cost Center number for billing purposes. All requesting King County departments, as well as all other jurisdictions, tribes or organizations, are responsible for paying for requested resources.
- All County departments will maintain purchasing and financial records of any expenditure used for response or recovery from the disaster or incident.
- Multiple departments and jurisdictions may be asked to determine availability of specific resources in support of impacted departments or jurisdictions. Providing departments or jurisdictions will not deploy resources without a specific request and authorization in writing from the requesting agency or jurisdiction.

**Movement of Resources:**

- Resource movement will occur exclusively through the specific request of the affected organization(s). In cases where there is a known or impending threat, participating organizations may pre-position certain resources, though this will occur in coordination with the potentially impacted organizations or jurisdictions.
- Upon receiving and responding affirmatively to a resource request, it is incumbent on the lending organization to mobilize and transport the requested resource if possible. The resource mobilization and transportation effort, whether with owned or rented vehicles or through third-party services, are services that can be invoiced to the borrower organization.
- The borrower organization should provide specific information to the lender organization on where the incoming resources should be staged. The borrower should provide a point of contact at the staging area and a communication link. In cases where equipment or material resources are sent without accompanying personnel, the shipment papers should be signed by a staging area manager or equivalent to establish the chain of custody of transitory resources.

**IX. Resource Use:**

X. All organizations that request resources will manage them according to the Incident Command System. Response activities will be driven and tracked via written Incident Action Plans. The borrowing organization will maintain status and resource information for effective and efficient resource use. Resources committed to an event will remain available to that incident site until they are released by the on-scene command structure or re-called by the lending organization.

**XI. Resource Demobilization:**

XII. Resources and personnel that are loaned can be requested for recall by their organization, with notice to the King County ECC and the requesting organization. When resources are no longer needed, they will be released and demobilized by the on scene Incident Commander as coordinated by the organization that made the initial request, or the ECC Incident Manager. King County Human Resources Department will be notified of King County government personnel status.

**XIII. Resource Reimbursement:**

XIV. All organizations requesting Federal reimbursement for disaster related costs must carefully document personnel activities (names, work performed, location of work, date/time of work, work completion date, release date for personnel, etc.) and keep receipts for all expenses. They must also maintain records of all expended resources, (such as equipment, materials, supplies and personnel hours) and resources borrowed from participating organizations, and appropriately charge for lending resources at “Actual Cost,” “Standardized Rates”, or “Contractor Force Rates” maintained by FEMA, trade organizations, and industry publications.

**XV. D. Mitigation/Prevention & Preparedness Activities**

All primary and support agencies will ensure that personnel and equipment are protected from the effects of disasters by complying with the Basic Plan, and that appropriate emergency procedures and operating plans address and comply with local, state, and federal response and recovery guidelines.

**XVI. E. Response & Recovery Activities**

Response and recovery activities are detailed in department/division procedures and Standard Operating Procedures and Guidelines and appropriate state and federal recovery guidelines.

## V. RESPONSIBILITIES

### A. Primary Agencies

#### **King County Office of Emergency Management:**

- Use and procure resources upon request using *The Regional Disaster Plan for Public and Private Organizations in King County* (RDP), Omnibus Financial and Legal Agreement.
- The King County ECC will request support and resources from the State Emergency Operations Center (EOC) as needed using the EM47 Resource Request Form.
- Determine geographic locations and procedures for Logistics Staging Areas (LSAs) for resources and donated goods receipt and management.
- Maintain a listing of pre-identified LSAs in King County.
- Work with and assist jurisdictions and tribes for life-sustaining resources and CPODs if available.

### B. Support Agencies

#### **Finance & Business Operations Division (FBOD) shall:**

- Coordinate, supervise, and manage the procurement of supplies and equipment in an emergency or disaster through the King County ECC.
- Establish procedures for procurement of emergency supplies and equipment not covered in existing County codes and emergency procedures.
- Determine priorities for procurement of supplies and equipment in support of the incident objectives in coordination with the Logistics Section Chief in the King County ECC, who will coordinate with the ECC Supervisor and ECC Incident Manager.
- Maintain purchasing and financial records of any expenditure used for response or recovery from the disaster or incident.
- Provide resources (personnel, supplies, equipment, services, and vendor information), from division stocks, as coordinated by the King County ECC.
- Coordinate, supervise, and manage procurement, of supplies and resources available for use by County government in supporting recovery.
- Compile and bill requesting agencies and organizations for resources requested.

#### **Office of the King County Executive shall:**

- The King County Executive, or his/her designee, shall be the authority for decisions on resource priorities and distribution for King County agencies.

**Human Resources Division shall:**

- Coordinate and manage the identification, acquisition, and distribution of personnel resources for County disaster operations.
- Provide staffing for the King County ECC for 24 hour, 7 days per week operations.
- In coordination with King County OEM, establish procedures for managing emergent volunteers as part of the ECC Logistics section.
- Determine priorities for contracting of personnel based on justification provided by requesting agencies.
- Develop an inventory list of essential department personnel requirements and sources/vendors that may be used in an emergency or disaster in support of ESF-7.
- Maintain purchasing and financial records of any expenditure used for response or recovery from the disaster incident.

**Facilities Management Division, DES**

- Assist with identification of locations and sites for logistics and personnel worksite relocations.

**Department of Natural Resources & Parks**

- Assist the Office of Emergency Management with pre and post identification of Logistics Staging Sites (LSAs).
- Assist with Community Points of Distribution (CPODs) for distribution of life-sustaining supplies (food, water, blankets, ice) for residents in unincorporated King County, as needed in support of mutual aid partners.
- Work with other agencies, such as American Red Cross, for logistics, resource acquisition and distribution.

**Department of Transportation**

- Support logistics operations with transportation movement and access for response and recovery resources.

**All King County Agencies shall:**

- Develop division procedures that increase capabilities to respond to and recover from emergencies and disasters. The procedures may include the identification and notification of critical staff, allocating equipment and supplies, preparedness training of employees, and procurement and storage of emergency supplies, and inventory of resources by department.
- Support internal agency resource requirements in emergencies or disasters.
- Support the Finance & Business Operations Division and Human Resources Management Division in the accomplishment of ESF-7.
- Prepare and maintain lists of available essential supplies and equipment to comply with the National Incident Management System (NIMS) resource typing requirements. For resources (equipment, staff, and supplies) not on the

NIMS resource typing lists, departments will maintain lists with the additional resources.

- Determine additional supplies and equipment required for conducting essential operations, i.e., food, fuel, batteries, tires, etc.
- Establish emergency procedures for the distribution, conservation, and use of essential supplies.
- Provide resources (supplies, equipment, services, and vendor information), from department stocks, as coordinated by the ECC.
- Maintain purchasing and financial records of any expenditure used for response or recovery from the disaster event.
- Document all expenditures for supplies, equipment and services, for budget and accounting purposes.

#### **Other External Supporting Agencies**

- King County does not have any direct command or supervisory relationships with supporting agencies like the American Red Cross, Salvation Army, Washington Voluntary Organizations Active in Disasters (WAVOAD), Fire Chiefs Association, etc.

#### **VI. Resource Requirements**

- Resources required by this ESF may be established in coordination with support agencies.
- Resources shall be taken from current County stock first, then from commercial vendors.

#### **VII. References**

- Revised Code of Washington (RCW) 38.52 – Emergency Management.
- Washington Administrative Code (WAC) Title 118 – Military Department (Emergency Management)
- King County Ordinance 12163
- King County Code 4.16.050 Emergency Purchases
- King County Emergency Coordination Center Procedures Manual
- Emergency Procurement Card (P-Card) Memorandum of Understanding

#### **XVII. VIII. TERMS & DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms



**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 8  
PUBLIC HEALTH AND MEDICAL SERVICES**

**PRIMARY AGENCY:** Public Health Seattle & King County

**SUPPORT AGENCIES:** Airlift NW

Amateur Radio Medical Services Team

American Red Cross, Seattle Chapter

Ambulatory Care Providers

Home Health Providers

Hospitals

King County Department of Community and Human Services

King County Department of Natural Resources and Parks

King County Department of Transportation

King County Fire Chief's Association

King County Sheriffs Office

King County Mortuary Service Providers

Local Emergency Management

Local Law Enforcement Agencies

Long Term Care Providers

Mental Health Providers

Northwest Kidney Center

Palliative Care and Hospice Providers

Public and private Emergency Medical Services providers

Puget Sound Blood Center

Seattle Parks and Recreation Department

Seattle Fleets and Facilities Division

Seattle Human Services Department

Washington Poison Center

## **I. INTRODUCTION**

### **A. Purpose**

The purpose of Emergency Support Function (ESF) 8 – Health, Medical and Mortuary Services is to provide for the direction, coordination and mobilization of health and medical resources, information and personnel during emergencies and disasters.

### **B. Scope**

The health, medical and mortuary services of ESF 8 include public health, inpatient services, medical surge (alternate care facilities and volunteer management systems),

outpatient services, home health services, community mental health services, mortuary services and emergency medical services within King County, Washington. This ESF adopts an all hazards approach to coordinating disaster mitigation, preparedness, response and recovery for public health, medical providers and support service organizations in King County.

Activities within the scope of ESF 8 include:

- Organizing, mobilizing, coordinating, and directing health, medical and mortuary services and medical surge capacity plans during disasters
- Supporting the delivery of mass care to trauma victims consistent with the Central Region EMS and Trauma Council Plan
- Coordinating medical and environmental surveillance and monitoring activities
- Coordinating the surveillance for and treatment of diseases
- Implementing measures designed to prevent the spread of disease or environmental contamination
- Coordinating the recovery of fatalities, conducting forensic investigations, and determining the cause and manner of death
- Establishing and maintaining effective and reliable means of communication with health services agencies, healthcare providers, support agencies, community based organizations, the general public, and the media
- Establish partnerships and coordinate response to ensure that all aspects of the response service the entire community, with special consideration for vulnerable populations.
- Coordinating and supporting crisis intervention and mental health services during and following emergencies and disasters
- Coordinating the health and medical system's transition from surge operations to normal operations

## **II. POLICIES**

The following policies guide preparedness and response efforts of ESF 8 agencies:

- The Local Health Officer (LHO) may implement such measures as necessary to protect the public's health as authorized by state law.
- Public Health – Seattle & King County (PHSKC) will activate emergency response plans and protocols when an emergency or disaster occurs or is imminent requiring a coordinated, regional response of health and medical agencies.
- ESF 8 agencies will commit resources and expertise as needed to address health and medical consequences of emergencies and disasters.
- ESF 8 agencies will collaborate with local, state, tribal, and federal governmental agencies, as well as local community based organizations to assure an effective and efficient response.
- ESF 8 agencies will utilize the incident command system (ICS) during response and will strive to incorporate the National Incident Management System (NIMS) into all plans, protocols, and training.

- PHSKC will assign appropriate staff to ESF 8 functions in the Seattle Emergency Operations Center (EOC) and the King County Emergency Coordination Center (ECC) and other emergency operations centers as needed.
- PHSKC will be the primary expert source of public information regarding health, medical, mortuary, and environmental response to emergencies and disasters in King County. PHSKC will work with Joint Information Center(s) in the Seattle EOC and King County ECC and with appropriate response partners to coordinate all releases of health information to the public.
- The King County Medical Examiner (KCMEO), within PHSKC, has jurisdiction over all human remains resulting from the emergency or disaster and the responsibility of communicating information about the deceased to family members.
- Death certificates for all emergency or disaster related deaths in King County will be managed and issued by the Vital Statistics Office in PHSKC.
- The Health and Medical Area Command (ESF 8 Area Command) will serve as the healthcare system's clearinghouse for information and medical resources during emergencies and disasters. The ESF 8 Area Command will establish a standardized communication and coordination mechanism for information sharing and management of medical resources and response activities.
- Harborview Medical Center (HMC) will function as Hospital Control for King County. In this capacity, HMC directs the distribution of EMS patients to appropriate hospitals in King County in an emergency or disaster. HMC will also maintain voice and data communications with regional hospitals. Overlake Hospital Medical Center is the designated back up Hospital Control facility.
- The King County Fire Chiefs' Association will coordinate private and public EMS basic and advanced life support response during emergencies and disasters. The Fire Zone Coordinator at the King County ECC will coordinate county-wide EMS resource mobilization.
- The King County Department of Community and Human Services (DCHS) will coordinate the response to community mental health needs during emergencies and disasters according to the King County Mental Health Response Plan. The American Red Cross (ARC) and other disaster assistance agencies will provide additional resources needed to address community mental health needs.
- ESF 8 Area Command will coordinate and, when feasible, co-locate with human services and mass care agencies to jointly address impacts suffered by disaster victims that encompass health and human services issues
- Public/private partnerships will be leveraged to improve situational awareness, increase availability of resources, and speed recovery efforts during disasters.

### **III. SITUATION**

#### **A. Emergency/Disaster Conditions and Hazards**

Preparedness activities in King County are organized into three emergency coordination zones, each having a lead agency for cross-functional coordination (see the Basic Plan, Concept of Operations and Responsibilities Sections, and Figure 3). Preparedness activities specific to ESF 8 incorporate the emergency management zone concept to ensure consistency with response partners.

Public Health Seattle & King County is the lead agency for preparing the region's health, medical, and mortuary capabilities to respond to the health consequences of all hazards. King County Office of Emergency Management has documented the most common disasters that can strike in King County. Each type of disaster has potential health impacts, including illness; injury; death; psychological trauma; exposure to environmental hazards; disruption of the region's healthcare system; and others. Public Health – Seattle & King County developed the "Health Hazard Identification and Vulnerability Analysis" which integrates health-specific hazards with other regional hazards and further assesses the probability and severity of health-related impacts. Within the context of all-hazards planning, Public Health – Seattle & King County places special attention on preparing for incidents most likely to occur and those that pose the most intensive threat.

#### **B. Planning Assumptions**

The ability of ESF 8 agencies to respond to an emergency or disaster is dependent upon the scope and severity of the incident, status of preparedness, and organizational response capabilities. With these factors in mind, preparedness efforts must account for the following:

- It is likely that public demand for health information, health and medical services will increase during disasters.
- Public health emergencies may necessitate mass dispensation of medications or vaccinations to the public.
- Routine public health services, such as immunizations, special nutritional programs for children, public health nursing services, or routine dental care may be interrupted for at least the first 72 hours of a large-scale disaster.
- Access to assessment, transport, and treatment facilities may be limited during disasters. Routine emergency medical services may not be accessible through 911 dispatch centers.
- A medical disaster may require the triage and treatment of large numbers of individuals (surge) which will have a direct impact on healthcare facilities. Healthcare facilities may be over utilized or inaccessible. Healthcare supplies may be limited or unavailable.
- Infrastructure supporting healthcare facilities may be interrupted, causing impacts to available water, power, gas, food, and other services.

- ESF 8 agencies should not anticipate additional resources or personnel for 24-72 hours following a large-scale disaster.
- The use of gymnasiums and community centers as temporary alternate care facilities and family assistance centers may be necessary. Staffing and supply of temporary facilities will depend upon the ability to mobilize and transport staff and supplies from regional cache's, private medical suppliers, registered volunteer rosters, and other sources and may take up to 72 hours.
- Warehouses or airport hangars may be used as temporary morgues as needed by the KCMEO. Staffing and supply of a temporary morgue will depend upon the ability to mobilize and transport staff and supplies from the KCMEO, registered volunteer rosters and/ or other public or private equipment suppliers, and may take up to 72 hours.
- Hospitals and other healthcare facilities will rely on existing emergency service contracts with medical suppliers, and pharmaceutical vendors to the maximum extent possible, and will maintain back-up supplies stored on site, (including food, water, and basic medical supplies) to maintain operations for a minimum of three days.
- Public health emergencies may require implementation of public health measures to contain and control communicable diseases or spread of environmental hazards.
- Public health emergencies may also impact neighboring counties and health departments thereby limiting the availability of mutual aid.
- Members of our community who are seniors, children, disabled, homeless, non-English speakers, low-income or otherwise in need of ongoing support, will be more vulnerable during and after an emergency. A partnership approach will be needed between government, private industry, volunteer agencies, and the media to ensure essential health-related information and services reach vulnerable residents during an emergency.
- PHSKC (via the Public Health Duty Officer), hospitals, EMS and the KCMEO have the capability to respond to an emergency 24 hours a day, 7 days a week.
- Health, medical, and mortuary services will be restored during the recovery period as soon as practical and within the limitations and capabilities allowed of affected agencies following the emergency.

## **IV. CONCEPT OF OPERATIONS**

### **A. General**

While emergencies and disasters may vary in size and significance, the population density, multi-jurisdictional environment, and concentration of critical infrastructure in King County can magnify their impacts. An effective decision making and resource management structure, along with coordination among health and medical service providers and supporting agencies is critical to successfully addressing the consequences of emergencies and disasters

The PHSKC Duty Officer is the central point of notification for events requiring response by ESF 8 agencies. As needed, PHSKC will conduct a situation assessment, initiate surveillance and monitoring activities, and notify appropriate ESF 8 Support agencies. When the King County ECC, Seattle EOC, or other EOCs are activated, PHSKC will coordinate staffing of these facilities with appropriate ESF 8 representatives.

ESF 8 incident response will be guided by plans such as PHSKC Emergency Operations Plan, ESF 8 - Area Command and MAC Standard Operating Procedure, the Central Region EMS and Trauma Care System Plan, Region 6 Hospital Emergency Response Plan, KCMEO Multiple Fatality Incident Plan and the response plans of supporting agencies, which are consistent with the National Response Framework.

PHSKC will activate Incident Command and Area Command, as appropriate, to establish overall health and medical response and recovery objectives, coordinate incident information with ESF-8 agencies, and manage the acquisition and use of medical resources. Any incident managed under ESF 8 Area Command will likely require coordination of emergency response efforts across jurisdictions and agencies. Therefore, a decision to activate ESF 8 Area Command will also serve as a decision to activate the ESF 8 plan. Refer to the Public Health Emergency Operations Plan for more detailed descriptions of hazards and health consequences that may trigger activation of Area Command.

ESF 8 Area Command will prioritize and manage medical resources in support of healthcare organizations. If resource needs cannot be met locally or through local mutual aid, ESF 8 Area Command will transmit a request for assistance through the King County ECC to the State EOC. The State may access state agency resources, interstate mutual aid, private industry resources, or turn to federal agencies to accomplish the mission.

PHSKC will activate the health and medical Joint Information System (JIS) as needed to coordinate the content and timing for release of accurate and consistent health and medical information to the public, media, and community response partners. The JIS will connect public information officers in PHSKC with counterparts in ESF 8 primary and support agencies, local EOCs and the Washington Department of Health.

ESF 8 agencies will support recovery activities aimed at restoring health and medical services to pre-event status. PHSKC will coordinate with emergency management and response agencies in providing assistance to community recovery efforts.

Investigation into the cause and manner of death resulting from an emergency or disaster is the domain of the KCMEO. KCMEO will supervise the recovery, identification, and final disposition of all fatalities.

## **B. Organization**

Public Health – Seattle & King County, under the legal authority of the Local Health Officer, will establish and lead an appropriate incident command structure for the healthcare system response during emergencies and disasters. The specific command structure established for a given incident may vary depending on the type of incident, threat and risk posed, jurisdictions involved, suspected criminal activity, and legal responsibilities and authorities of participating agencies.

### Single Command

A Single Command will be used to establish ICS and conduct the initial situation assessment. The situation assessment will determine whether a Single Command led by an ESF 8 agency Incident Commander can meet the direction and control requirements of an incident. The response needs of these incidents can be met primarily by the resources of individual ESF 8 agencies.

Representatives from PHSKC may assume the role of Incident Commander for health or medical incidents under specific circumstances:

- Legal authorities identify the local health department as the lead agency for the response
- Specific health consequences require the leadership and expertise of Public Health in the command function
- Public Health is the only responding agency to the incident

*An example of an incident warranting Single Command incident response would be response to a food borne outbreak at a known location.*

### Unified Command

Public Health, EMS agencies, and Healthcare Coalition agencies may be identified as participants within a unified command and Joint Information Center during multi-agency incidents, and will identify and train staff to serve as needed. The Unified Command will be responsible for establishing a common set of objectives and strategies in a single Incident Action Plan.

*An example of an incident requiring the establishment of Unified Command is an incident scene involving potential contamination with a biological agent with PHSKC as the lead health agency, the FBI and local law enforcement leading the criminal investigation, and local fire agencies directing the HAZMAT response. Other agencies with responsibilities or jurisdiction may become part of the Unified Command as needed.*

### Area Command

The size, complexity and geographic dispersion of emergencies and disasters may require the establishment of an ESF 8 Area Command to direct and manage the healthcare system response. Area Command is established when multiple incident or response sites, each being managed by an ICS organization, require central coordination and direction. This management tool is activated to coordinate emergency response efforts among multiple agencies vying for the same resources.

The ESF 8 Area Command will set overall strategy and priorities for the healthcare system response, allocate critical resources, ensure that response activities are properly managed, objectives are met, and policy decisions are implemented. Based on the hazards, vulnerability and complexity that may affect the continuity and response of healthcare operations in King County, Area Command is the incident management structure that will most often be utilized to manage ESF 8 activities during emergencies and disasters.

*An example of an incident that might result in the establishment of an Area Command is the need to distribute antibiotics across multiple jurisdictions over a short time period in response to a widespread disease outbreak.*

The ESF 8 Area Command serves as a single coordination point for medical resources and information for all healthcare organizations in King County. The ESF 8 Area Command is responsible for:

- Establishing health and medical incident related objectives and priorities
- Collecting and reporting the situational status for all healthcare organizations
- Establishing and maintaining the WATrac information management system
- Deploying ESF 8 Liaisons to field command locations, local EOCs and other operational settings for enhanced coordination
- Providing resource management support including personnel, equipment, medical supplies and pharmaceuticals for healthcare organizations.
- Connecting healthcare facilities with their local EOCs for non-medical resource support.
- Providing non-medical resource support for ESF 8 agencies when local EOCs will/can not respond.
- Collaborating with local EOCs to provide logistical support for medical needs shelters, alternate care facilities, medication centers, mortuary operations, family assistance centers, and other field response locations.



- Implementing local medication distribution strategies directed by the Local Health Officer.
- Coordinating with the Puget Sound Blood Center to support the blood distribution system.
- Coordinating with Hospital Control to provide assistance on bed availability and patient tracking, as needed.
- Overseeing regional surge capacity measures associated with added capacity or mobilization of volunteer personnel
- Managing the health and medical Joint Information System to ensure consistent, accurate health messaging across King County
- Track costs associated with managing Area Command functions and regional medical surge facilities

*Multi Agency Coordination Group (MAC Group)*

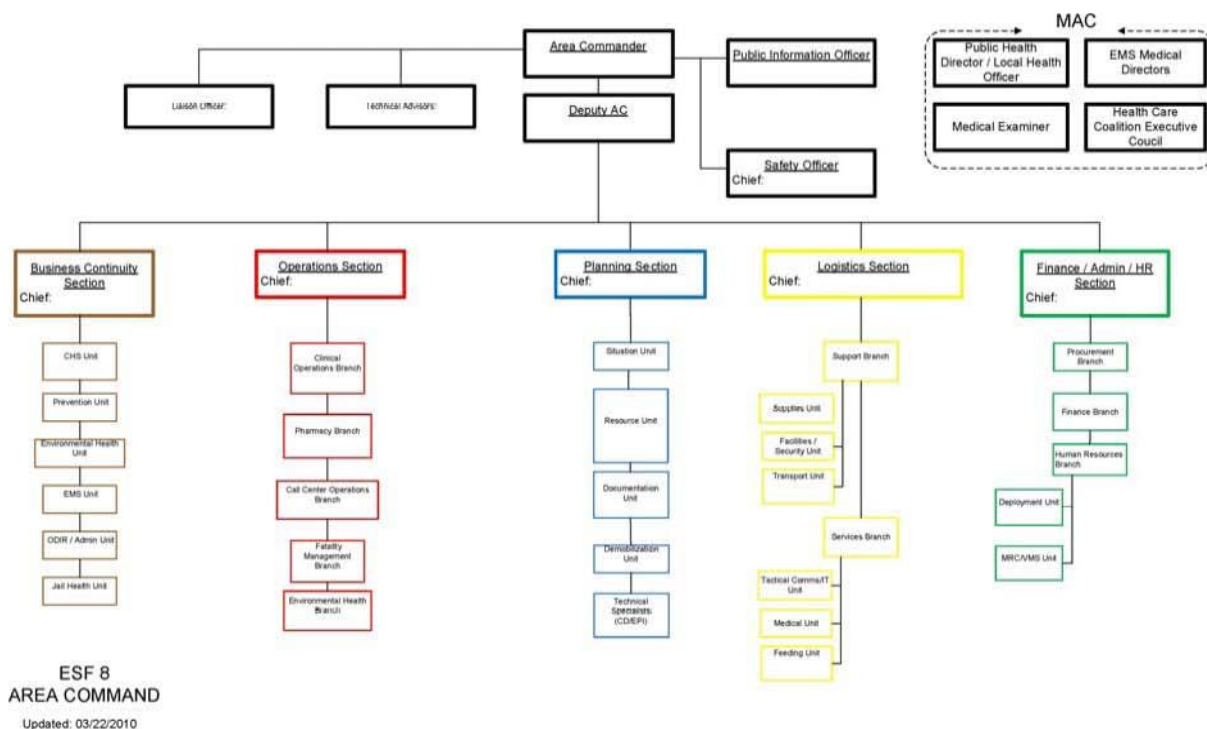
A Multi-Agency Coordination Group (MAC) may be activated in conjunction with a unified or area command structure to establish overall direction and priorities for the health, medical and mortuary response across King County. When activated, the ESF 8 MAC Group will include the following participants:

- Local Health Officer as the authorized decision maker
- Healthcare Coalition Executive Council
- Emergency Medical System Medical Directors for King County and Seattle
- Medical Examiner

Within this group, the Healthcare Coalition Executive Council, EMS Medical Directors and the Medical Examiner will advise the Local Health Officer regarding policy level decisions, priorities, public messaging and resource allocations. The Local Health Officer will make final decisions for the MAC Group.

The role of the ESF 8 MAC Group is to provide structure and direction for inter-organizational decision making during emergencies. Specifically, MAC Group members will advise the Local Health Officer on policy level decision that may be needed regarding:

- Medical resource availability and the need to request state or federal assistance
- Prioritization of medical resources when rationing may be needed
- Timing and scope of healthcare system surge capacity that may require activation
- Determine the extent and timing of change to medical system practices (i.e. standards of care)
- Extent and timing of changes to medical system practices (i.e. standards of care\_ to maintain optimal care under the circumstances of a disaster



- Coordinate with and brief elected officials and healthcare partners as needed regarding health and medical impacts, status of the response and decision made by the MAC

#### Other Incident Command Roles for ESF 8 Agencies

- ESF 8 agencies may be requested to serve as liaisons to an Incident Commander (usually a Fire Department or Law Enforcement agency) at a site-specific incident command post during incidents that include health and medical consequences.
- Incident Command may be established at an EOC or incident site and Public Health, Hospital and EMS agencies may serve as the lead for the health and medical response within the Operations Section, or may staff various positions within the Planning Section.

*An example may be a health and medical response to an incident at a port facility where the local fire department has established Incident Command and Public Health and EMS may serve as Operations Section participants.*

### **C. Procedures**

- Protocols for activating and managing ESF 8 Area Command are maintained in the ESF 8 Area Command / Multi-Agency Coordinating Group Standard Operating Procedure.
- Emergency operating procedures for Public Health and the Medical Examiner's Office are maintained in the Public Health Emergency Operations Plan.
- Procedures for emergency medical services are identified in:
  - Internal procedures for each city and fire district;
  - King County Multiple Casualty Incident Operations, King County Fire Resource Plan.
- Procedures for other organizations are outlined in individual agency disaster plans and regional sector plans.
- Procedures for activating Mutual Aid Agreements and other Memoranda of Understanding are embedded in the individual agreements

### **D. Mitigation/Preparedness/Response/Recovery Actions**

Public Health – Seattle & King County coordinates and supports prevention, preparedness, response, recovery, and mitigation activities among health, medical, and mortuary service stakeholders within the authorities and resource limitations of ESF 8 agencies.

PHSKC, as the lead agency for the region's health, medical, and mortuary response, engages in distinct activities at each phase of the emergency preparedness cycle in order to prevent, minimize the impacts of, or promote rapid recovery from disasters or emergencies.

Pre-incident coordination and planning activities conducted by PHSKC in the Prevention Phase include developing operational and tactical plans, training and exercising, and conducting vulnerability assessments. This phase also includes ongoing health protection activities such as vaccinations, provider education, and food and water safety assurance.

PHSKC activities in the Preparedness and Mitigation phase attempt to prevent hazards from developing into disasters, or to reduce the effects of disasters when they occur. Activities include communicable disease surveillance, investigation, and community containment; environmental health protective actions such as vector control, environmental sampling, and food product embargoes; and development of medical stockpiles.

PHSKC activities in the response and recovery phases are event specific, aligned with the responsibilities outlined in this plan.

All signatory partners to the King County Regional Disaster Plan for Private & Public Organizations (RDP) should ensure to the best of their ability that their personnel and

equipment are protected from the effects of disasters, and that appropriate emergency procedures and operating plans address and comply with local, state, and federal response and recovery guidelines.

## **V. RESPONSIBILITIES**

### **Primary Agency**

#### **Public Health Seattle & King County (PHSKC)**

- Provide leadership and direction in responding to health and medical emergencies across King County consistent with the authority of the Local Health Officer.
- Activate the ESF 8 Area Command Center, Joint Information System and the ESF 8 MAC Group as appropriate.
- Staff jurisdictional EOCs as needed and establish and maintain ongoing communication with response partners.
- Provide medical advice and treatment protocols regarding communicable diseases and other biological hazards to EMS, hospitals, and healthcare providers
- Maintain 24 / 7 Duty Officer program and serve as the primary point of notification for health and medical emergencies in King County.

#### *Public Health – Environmental Health*

- Coordinate assessment and response to disaster consequences affecting food safety, water quality, and sanitation.
- Coordinate and collaborate with community response agencies in identifying environmental impact, remediation, and recovery activities.
- Coordinate the response of regional veterinarian services and animal care groups.
- Direct response activities to vector-borne public health emergencies.
- Support mass care sheltering plans throughout the county in coordination with the American Red Cross and ESF 6 Mass Care agencies. Public Health's role in mass care sheltering will focus on assisting with environmental health assessments at shelters.

#### *Public Health – Surveillance*

- Provide epidemiological surveillance, case investigation, and follow-up to control infectious disease, including acts of bioterrorism and outbreaks of food borne illness.
- Establish surveillance systems to monitor health and medical conditions in the community, conduct field investigations, provide health, medical and environmental consultation, and develop appropriate prevention strategies.
- Coordinate and provide laboratory services for identification of biological samples.

*Public Health – Emergency Medical Services (King County Medic 1)*

- Operate Advanced Life Support capabilities through Zone 3 (South King County)
- Coordinate regional critical incident stress management for first responders.

*Public Health – Fatality Management*

- Through the PHSKC Office of Vital Statistics, coordinate with local funeral directors and KCMEC regarding the filing of death certificates and issuing of cremation / burial transit permits for fatalities.
- Through KCMEC, track incident related deaths resulting from emergencies and disasters.
- Manage disaster related human remains through the KCMEC by:
  - Documenting the context and coordinating the recovery of human remains
  - Coordinating and positively confirming the identity of all disaster related decedents
  - Determining and certifying the cause(s) and manner of disaster related deaths
  - Collaborating with other investigating agencies in the determination, collection and preservation of all medico-legal evidence, and the release of evidence to appropriate law enforcement authorities
  - Recovering and documenting all personal property associated with the human remains
  - Serving as the lead agency for the notification of the Next of Kin regarding the death, for all decedents
  - Overseeing a family assistance center to provide a private, safe and secure place for survivors of disaster victims to gather, and to facilitate necessary communication with the KCMEC, and to facilitate the coordination of psycho-social support services
  - Coordinating the disposition of fatalities including interim storage of all human remains resulting from a disaster and release of personal property to identified legal Next of Kin
  - Maintaining the official log of reported and confirmed deaths resulting from an emergency incident
  - Serving as the lead agency for the release of all information regarding deaths resulting from emergencies or disasters

#### ESF 8 Area Command

- Assess the health and medical impacts and potential consequences posed by emergencies and disasters and determine appropriate courses of action.
- Direct and manage medical surge capabilities including alternate care facilities, medication centers and temporary morgues.
- Manage and direct the mobilization of medical volunteers through the Health and Medical Volunteer Management System, including Public Health/Medical Reserve Corps.
- Support ESF 8 agencies with implementing altered standards of medical care, as directed by the Local Health Officer
- Coordinate and manage incident information and medical resources for healthcare agencies across King County
- Direct and manage regional isolation, quarantine, and other control measures necessary in response to disease outbreaks.
- Direct and manage mass vaccination and antibiotic dispensing operations.
- Coordinate requests for medical resources with private vendors, the King County ECC and the State EOC, as needed
- Support the King County Department of Community and Human Services and the American Red Cross in meeting demands for regional mental health services.

#### ESF 8 Joint Information System

- Direct the development and dissemination of health messages to the public, media, response partners, and community based organizations. PHSKC will engage the PIOs of healthcare organizations through a JIS and will utilize WATrac to exchange information and coordinate message development.
- Inform elected officials and tribal leaders of policy decisions made by the ESF 8 MAC and response actions taken by the ESF 8 Area Command during disasters with public health consequences.
- Activate the Public Health Information Call Center as needed, and facilitate the activation of the Regional Call Center Coordination Plan as directed by the ESF 8 MAC Group.
- Activate the Community Communications Network during emergencies to provide public health and related information to Community Based Organizations (CBO) and healthcare providers serving vulnerable populations and to receive incident information from CBOs.

## **Support Agencies**

### King County Healthcare Coalition Executive Council

The Executive Council provides community leadership and strategic direction for the King County Healthcare Coalition, a network of healthcare providers focused on emergency preparedness. The Council includes representation from various sectors across the healthcare industry. During emergencies the Executive Council:

- Represents the Healthcare Coalition in the ESF 8 MAC Group.
- Advises the Local Health Officer, in coordination with other MAC Group participants, on emergency health policy matters.
- Identifies and addresses issues to improve the ability of healthcare organizations to respond to the emergency.

### All ESF 8 Primary Organizations

- Activate organizational emergency response plans to manage emergency incidents.
- Cooperate with PHSKC in monitoring, surveying, and reporting activities.
- Advise the Healthcare Coalition Executive Council on policy issues that may arise during emergencies and disasters.
- Document facility capacity, pharmaceutical and medical resource updates, and overall situational assessment in WATrac.
- Coordinate with ESF 8 Area Command to request medical resources, communicate impacts assessments, and distribute medical resources.
- Activate and support regional medical evacuation plans as appropriate.
- Collaborate with PHSKC Public Information Officer through the JIS on developing and releasing health information to the public.
- Coordinate directly with local EOCs for non-medical equipment, supply, or service needs.

### Hospital Control

- Update Hospital Capacity information within WATrac during emergencies.
- Direct EMS transport of patients from the field to hospitals in a mass casualty incident.
- Notify PHSKC Duty Officer of emergencies impacting the hospital and healthcare system and identify:
  - Nature of the emergency or problem
  - Projected number of patients, if known
  - Hospital status or needs
- Activate the "All Call Alert" via 800MHz radio and WATrac Alert and notify hospitals when a mass casualty incident or other system wide emergency has occurred.
- Coordinate facility evacuation plans and protocols with all hospitals in King County and EMS agencies.
- Through the ESF 8 Area Command, request activation of the National Disaster Medical System to evacuate patients out of King County, as needed.

- Coordinate with the ESF 8 Area Command and all hospitals in King County to identify medical equipment and supply needs.
- Serve as primary point of contact for information management directly to and among emergency departments in the region.

#### Hospitals

- Implement response measures, including surge capacity strategies, consistent with those outlined in the Regional Hospital Emergency Response plan, as capacity and resources allow.
- Incorporate facility evacuation as a component of hospital emergency plans. Coordinate development of hospital facility evacuation protocols with Hospital Control, PHSKC and first response agencies.
- Follow communications protocols outlined in the Central Region Trauma Council Communications Plan, and the Regional Hospital Emergency Response Plan.
- Maintain communications with 'Hospital Control' and provide information upon request.
- Collaborate with the ESF 8 Area Command and Hospital Control to assure the effective use of available hospital bed capacity.

#### Ambulatory Care Providers

- Maximize outpatient appointment availability as needed.

#### Public & Private Emergency Medical Services (EMS) Providers

- Provide initial patient assessment, treatment triage, and transport of ill or injured patients.
- Utilize the King County Multiple Casualty Incident Plan to prioritize treatment and transport of patients from multiple casualty incidents. Hospital Control will identify the designated trauma center hospital or other hospital able to receive injured patients.
- Support hospitals as needed in planning for and responding to evacuations of hospital facilities.
- Coordinate with ESF 8 Area Command and the appropriate local EOC for the evacuation of non-hospital facilities.
- Coordinate Critical Incident Stress Management support to emergency medical service providers.
- In accordance with RCW 68.050, EMS will report fatalities to the King County Medical Examiner before moving or transporting fatalities from an incident site. The King County Medical Examiner will provide specific guidance on preserving the incident site and the disposition of victims.

#### Long-Term Care Providers (Nursing Homes, Boarding Homes, Adult Family Homes)

- Notify ESF 8 Area Command of emergencies impacting long term care communities.
- Cooperate with and support other long-term care organizations as needed.



Home Health and Home Care Providers

- Notify ESF 8 Area Command of emergencies impacting continuity of Home Health and Home Care services in King County.
- Provide ESF 8 Area Command with a list of critical patients without access to care.
- Cooperate with and support other home health and home care providers as needed.

Palliative Care and Hospice Providers

- Coordinate with clients to provide disaster kits for end of life care during an emergency, should a provider not be able to make a site visit.
- Provide ESF 8 Area Command with a list of critical patients without access to care.
- Cooperate with and support other Palliative Care and Hospice providers as needed.

Northwest Kidney Center and Other Dialysis Providers

- Provide ESF 8 Area Command with a list of critical patients without access to care.
- Cooperate with and support other dialysis providers as needed.

Puget Sound Blood Center

- Coordinate with ESF 8 Area Command regarding blood needs for hospitals.
- Provide for the pickup, return and delivery of blood to/from the requesting agency.
- Manage blood donations from the public.
- Assist local healthcare facilities with decisions about blood allocation and with planning transfusion support.
- Assure adequate blood supply to meet demand and coordinate with other blood centers and national agencies for acquisition of additional resources, as needed.

Department of Community and Human Services,  
Mental Health and Substance Abuse Providers

- Coordinate with PHSKC, Seattle Human Services Department, ESF 8 Area Command, and mass care agencies across King County to address the human services and behavioral health needs of disaster survivors.
- Coordinate the delivery of community behavioral health services and crisis response consistent with the King County Mental Health Division Disaster Response Plan.
- Provide involuntary detention services for persons who suffer from reactions to the disaster, as staffing allows.

- Coordinate with the King County Chapter of ARC regarding the provision of disaster behavioral health services.
- Support contracting agencies that provide behavioral health, substance abuse, and inpatient psychiatric services to maximize continuity of care.
- Collaborate with PHSKC and ESF 8 JIS for consistent messaging to behavioral health providers and the public.
- Coordinate with licensed opioid substitution providers to create and support regional continuity of care plans.

Airlift Northwest

- Provide rapid emergency and inter-hospital air transport service to ill or injured patients in King County in coordination with Hospital Control.

Amateur Radio Medical Services Team

- Provide radio assistance to hospitals as requested.
- Support Hospital Control at the Medical Services Station.

American Red Cross

- Provide non-medical logistical support, as feasible, to field operations including alternate care facilities, isolation and quarantine operations, and medication centers.
- Assist in disseminating health information released by the ESF 8 Area Command.
- Provide emergency first aid and Disaster Health Services, as availability, training, and skills allow according to Red Cross Health Services protocols.
- In coordination with King County Department of Community and Human Services, provide Disaster Mental Health Services to the community

King County Department of Transportation, Metro Transit Division

- In support of hospital facility evacuations, provide vehicles to transport ambulatory patients between hospitals, as needed.
- Provide transportation for medical personnel, supplies, and equipment to locations as needed.

King County Department of Natural Resources and Parks

- Make parks facilities and equipment not otherwise occupied as shelters available for use as temporary treatment facilities for injured patients or medical needs shelters, as requested by the ESF 8 Area Command.

King County Sheriffs Office and Local Law Enforcement

- Provide security for health and medical field operations, as able.
- Establish a traffic control plan at the site of health and medical field operations.

- Participate with PHSKC in the development of a regional PHSKC-Law enforcement team to assist the delivery and enforcement of isolation and quarantine orders.
- Coordinate with the KCMEO regarding incident site preservation, crime scene investigation, and removal and identification of human remains.

Seattle Parks and Recreation Department

- Make parks facilities and equipment not otherwise occupied as shelters available for use as temporary treatment facilities for injured patients or alternate care facilities, as requested by ESF 8 Area Command.

Seattle Fleets and Facilities Department

- Provide non-medical logistical support to health and medical field operations within the City of Seattle.

Washington State Hospital Association

- Represent hospitals at the Washington State EOC ESF 8 desk.

Washington Poison Center

- Provide 24 hour telephone information to healthcare providers and the public with information regarding chemicals, “poisons”, and suspected poisonings.
- Provide on-line poison information and first aid intervention to non-English speakers in 140 languages utilizing Language Line Services.
- Provide information regarding environmental and toxicological concerns to ESF 8 response agencies.

Washington State Department of Health

- Represent ESF 8 at the Washington State EOC.
- Support local communicable disease response by processing samples through the Washington State Public Health Lab.
- Communicate requests from local health jurisdictions for federal medical supplies to the Centers for Disease Control and other federal agencies as needed.

## **VI. RESOURCES**

Medical resources will be managed through ESF 8 Area Command utilizing the WATrac information management system.

Specific procedures for activation, utilization and coordination of medical resources and medical logistical support are included in the ESF 8 Area Command / Multi-Agency Coordinating Group Standard Operating Procedure.

Non-medical resources will be managed through local EOCs.

## Communications

Communication systems must provide redundancy to support operations during an incident. On a daily basis, ESF 8 partners use a variety of communications systems, as outlined in the chart below. Given the diversity and daily missions of these partners, the degree of availability of alternate communications technologies varies. The chart below indicates specific technologies utilized by healthcare sectors. Specific partner sector plans provide more detail of communication technologies, redundancies, procedures, and contact information.

Agency	Landline	Internet	Text Message	Cellular	Fax	Amateur Radio	Satellite Phone	800MHz Radio	HEAR
<b>PHEOC</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>ESF 8 Area Command</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>Hospitals</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y
<b>Local Emergency Management</b>	Y	Y	Y	Y	Y	Y	Y	Y	
<b>Ambulatory Care</b>	Y	Y	Y	Y	Y	Some	Some		
<b>Longterm Care</b>	Y	Y	Y	Y	Y				
<b>Palliative Care</b>	Y	Y	Y	Y	Y				
<b>Mental Health</b>	Y	Y	Y	Y	Y				
<b>EMS</b>	Y	Y	Y	Y	Y			Y	

## **Training & Exercises**

Public Health – Seattle & King County and the Healthcare Coalition will coordinate and manage health and medical training and exercise opportunities for healthcare providers throughout the region. Training and exercises relevant to each healthcare discipline will be pursued and offered at a regional level to facilitate networking and continuity.

Training goal: Achieve consistent, relevant training throughout the region in a multidisciplinary environment to provide healthcare system staff with the skills needed for response to all emergencies.

Exercise Goal: Evaluate the effectiveness of training and planning through a series of exercises incorporating multiple response partners, and designed to determine future planning and training priorities and identify gaps in response.

Agency responsibilities: Each healthcare agency in WA Region 6 (King County) is responsible for training their staff to organizational priorities. Each agency will participate in regional exercises testing their plans and skill levels while interfacing with response partners throughout the region.

## **VII. AUTHORITIES**

- 42 USC 264 Public Health and Welfare
- RCW 18.39 Funeral Directors, Embalmers, Establishments
- RCW 18.71 Physician's Trained Mobile Intensive Care Paramedic
- RCW 18.73 Emergency Medical Technicians, Transport vehicles
- RCW 36.39 Assistance and Relief
- RCW 43.20 State Board of Health
- RCW 68.50 Human Remains
- RCW 68.52 Public Cemeteries and Morgues
- RCW 70.02 Medical Records
- RCW 70.05 Local Health Departments, Boards, Officers
- RCW 70.58 Vital Statistics
- RCW 70.168 State-wide Trauma Care System
- WAC 246-100 Communicable Diseases
- WAC 246-500 Handling of Human Remains
- WAC 308-48 Funeral Directors and Embalmers
- King County Code 1.28
- King County Code 2.26
- King County Code 12.52

## **VIII. REFERENCES**

- King County Multiple Casualty Incident Response Plan
- Central Region EMS and Trauma Council Communication Plan
- ARES/Medical Services Team Plan
- WA. State Homeland Security Region 6 Regional Disaster Plan
- PHSKC HIVA
- PHSKC Business Continuity Plan
- King County Hazard Mitigation Plan
- Public Health Emergency Operations Plan
- Hospital Evacuation Plan
- Long-term Care Facility Evacuation Plan
- Alternative Care Facilities Plan (medical sheltering)
- King County Medical Examiner's Office Mass Fatality Plan
- CRI/SNS Plan
- Pandemic Influenza Response Plan
- Communicable Diseases and Epidemiology Response Plan
- Isolation and Quarantine Plan
- Environmental Health Plan
- Volunteer Management System Plan
- EMS Infectious Disease and Pandemic Plan
- Risk Communication Plan
- EMS-Medic 1 MIC Plan
- Region 6 Hospital Emergency Preparedness & Response Plan
- Biowatch Plan
- USPS Biohazard Detection System
- PHSKC Duty Officer Protocols

- **VIII. TERMS & DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms

**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 9  
SEARCH AND RESCUE**

**PRIMARY AGENCY:** King County Sheriff's Office (KCSO)

**SUPPORT AGENCIES:** King County Office of Emergency Management  
King County Search & Rescue Association (KCSARA)  
State Emergency Management Division

## **I. INTRODUCTION**

### **A. Purpose**

The purpose of this ESF is to identify search, rescue, and recovery roles and responsibilities within King County during a disaster.

### **B. Scope**

ESF 9 discusses search, rescue, and recovery operations within King County during disasters including those in wilderness and urban environments.

## **II. POLICIES**

King County Sheriff's Office Search and Rescue Unit (referred to in the future as King County SAR), will coordinate with other federal, state, and local organizations when providing search, rescue and recovery functions.

King County SAR will manage search and rescue operations within unincorporated King County, King County Sheriff's Office contract cities, and other incorporated cities requesting SAR response. King County as SAR volunteers are members of KCSAR and are registered Washington State Emergency Workers (WAC 118-04) and follow guidelines and procedures established by the command structure of the Sheriff's Office. In cases where King County SAR is called to assist another agency within King County, SAR leadership will coordinate activities with the requesting agency and may assume the role of Incident Commander for the event. In cases where King County SAR is called to assist another agency outside of King County, KCSAR volunteers will respond and be assigned activities by the lead agency. King County SAR Unit deputies may also respond to assist in missions outside of King County as requested or required by policy.

King County SAR will follow normal policies and procedures whenever possible, realizing that extraordinary circumstances may dictate some adjustments. King County SAR resources will comply with all federal, state, and local laws governing search and rescue activities.

### **III. SITUATION**

#### **A. Emergency/Disaster Conditions and Hazards**

King County will periodically experience emergency situations, which may overwhelm current search, rescue, and recovery capabilities. Equipment and personnel may be damaged or unavailable at times when they are most needed. The King County Hazard Identification and Vulnerability Analysis describes situations that affect our area that may impact resource availability. Mountainous terrain, rivers, vast wooded areas, inland lakes, and Puget Sound waters, mixed with urban areas, provide for the periodic use and testing of existing search and rescue services.

“Search and Rescue” means the acts of searching for, rescuing, or recovering by means of ground, marine, or air activity any person who becomes lost, injured, or is killed while outdoors or as a result of a natural or technological disaster. This includes instances involving search for downed aircraft when ground personnel are used. Evidence searches of crime scenes may be so vast or complex that they require search and rescue resources.

#### **B. Planning Assumptions**

Search and rescue operations in a disaster will require the use of existing trained search and rescue personnel (reference RCW 38.52) and specialized equipment.

During normal circumstances, an adequate number of volunteers can be recruited for general search and rescue purposes from within the County.

Natural and technological disasters will greatly increase the scope of search and rescue operations.

King County recognizes that it cannot provide all necessary equipment or personnel to cope with every search and rescue mission during a major emergency or disaster.

Support such as helicopters, tracking dogs, and outside search and rescue groups may be required from adjoining political subdivisions or from state resources to ensure maximum search and rescue effectiveness.

When search and rescue activities result in the discovery of a deceased person or search and rescue workers assist in the recovery of human remains, the King County Sheriff shall ensure compliance with RCW 68.08.



## **IV. CONCEPT OF OPERATIONS**

### **A. General**

The King County Sheriff's Office will have complete responsibility for ground and water search operations using local resources as available. When local search and rescue resources are exhausted, or if needed resources are not locally available, assistance will be requested through the Washington State Division of Emergency Management.

The goal of search and rescue operations is to save the lives of victims who are unable to ensure their own survival without assistance. This includes, but is not limited to locating persons lost in wilderness areas and assisting injured people in unsafe areas to reach safety.

The search for and recovery of bodies will be conducted only after the rescue of survivors has been completed, it is determined that no criminal incident has occurred or investigation is required, and the environment will allow for safe operation by search and recovery personnel.

### **XVIII. B. Organization**

The King County Sheriff's Office is responsible for search and rescue operations within its jurisdiction. The Office of Emergency Management utilizes the Sheriff's Office's registered state emergency workers in its operations. The Office of Emergency Management may provide coordination with Washington State Emergency Management Division if necessary.

Search and rescue volunteer units are organized under the authority of King County Sheriff's Office. Volunteers are all registered as emergency workers and follow guidelines established by RCW 38.52 and WAC 118-04. Volunteers specific to air search and rescue missions are registered by Washington State DOT, Aviation Division under RCW 47.68 and WAC 468.200.

### **C. Procedures**

When a report of a search and rescue incident is received by the King County Sheriff's Office, a Sheriff's patrol unit will be dispatched to the scene to evaluate the need for King County SAR. The deputy will notify the King County Sheriff's Office Communications Center who will then alert the King County SAR Duty Officer of the pending mission.

The King County SAR Duty deputy will notify KCSARA units and volunteers, and initiate search and rescue operations. A state mission number will be obtained from

Washington State Emergency Management Division prior to activating KCSARA volunteers.

A SAR Duty deputy will be sent to the area where the search and rescue operations are to be conducted, establish a command post, initiate the investigations, coordinate mission goals and objectives, and provide support required for search and rescue operations.

Existing King County SAR personnel are current in department policy, procedures, and federal NIMS requirements. KCSARA volunteer search and rescue units are qualified in accordance with RCW 38.52 and WAC 118.04.

#### **XIX. D. Mitigation/Preparedness Activities**

All primary and support agencies will ensure that personnel and equipment are protected from the effects of disasters by complying with Paragraph V, of the Basic Plan.

#### **XX. E. Response/Recovery Activities**

All response and recovery activities are detailed in department/division procedures and SOPs, and appropriate state and federal recovery guidelines.

### **V. RESPONSIBILITIES**

#### **A. Primary Agency**

The Sheriff, as chief law enforcement officer of King County, is responsible for search and rescue operations in the unincorporated area of the County, selected cities that contract with KCSO for police services. Frequently, other local agencies request KCSO take command of SAR missions within their jurisdictional boundaries.

The King County SAR Search and Rescue Coordinator, is a deputy within the Sheriff's Office, and is responsible for coordinating and monitoring search and rescue operations with supporting government units and volunteer organizations trained in accordance with RCW 38.52 and WAC 118-04. The SAR Coordinator will also track volunteer training requirements under WAC 118.04.

While deployed to a mission, The SAR Duty deputy will, in most missions be the Incident Commander and shall be responsible for coordinating actual administrative and field operations by government and volunteer search and rescue supporting units.

The King County Sheriff's Office Air Support Unit will primarily conduct life safety missions during an emergency/disaster conditions. The Air Support Unit is limited to operational or tactical personnel and typically will not maintain support personnel to establish and operate bases for helicopter air assets outside of the Sheriff's Office.

During an emergency/disaster the amount of requests for air support will quickly overwhelm the search, rescue and recovery capabilities along with the additional requests for damage assessments. The King County Sheriff's Office will coordinate with the State for both air tactical and air support resources during an emergency/disaster that overwhelms air resources for the purpose of search and rescue.

The chief law enforcement official of political subdivisions (cities and towns), located in King County shall be responsible for search and rescue activities within respective jurisdictional boundaries, unless they request the King County Sheriff's Office to handle said mission.

The Aeronautics Division of the State Department of Transportation and the Federal Aviation Administration assume responsibility for search of downed aircraft. King County SAR and KCSARA volunteer units conduct ground rescue and/or recovery operations of persons in downed aircraft within King County or at the request of Washington State DOT aeronautics and FAA. The Director, State Department of Transportation, has statutory authority to conduct air searches for missing or downed civil aircraft in the State of Washington. The King County Sheriff's Office Air Support Unit is frequently called to assist the Aeronautics Division of the State DOT for all air search operations.

The King County Office of Emergency Management will provide support through activation of the Emergency Coordination Center or coordinate the use of emergency workers as requested.

Fire agencies are responsible for search and rescue in structures, or collapsed structures unless a crime is suspected or has been determined to have occurred.

## **VI. RESOURCE REQUIREMENTS**

Commissioned deputies, support staff, qualified volunteers, and equipment are to provide 24 hour a day coverage until the demands of the emergency situation or disaster are over if resources are available.

## **VII. REFERENCES**

- Washington State Comprehensive Emergency Management Plan
- Revised Code of Washington (RCW)
- Washington Administrative Code (WAC)
- King County Code (KCC)
- King County Sheriff's Office General Orders Manual
- King County Hazard Identification and Vulnerability Analysis

## **XXI. VIII. TERMS & DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms

**KING COUNTY, WASHINGTON  
EMERGENCY SUPPORT FUNCTION (ESF) 10  
OIL & HAZARDOUS MATERIALS**

**PRIMARY AGENCY:** King County Office of Emergency Management (KCOEM)

**SUPPORT AGENCIES:** King County Local Fire Agencies/Hazardous Materials Taskforce  
King County Sheriff's Office (KCSO)  
King County Department of Natural Resources & Parks (DNRP)  
King County Department of Development & Environmental Services  
Public Health Seattle & King County (PHSKC)  
King County Department of Transportation (KCDOT)  
King County Emergency Medical Services (KCEMS)  
Local Law Enforcement  
Local Hospitals  
King County Local Emergency Planning Committee (LEPC)  
Utility Districts and Industry  
Private Sector Facilities  
Local Chapter of the American Red Cross (ARC)  
U.S. Environmental Protection Agency (EPA)  
U.S. Coast Guard (USCG)  
Federal Bureau of Investigation (FBI)  
Washington State Military Department  
Washington Emergency Management Division (WAEMD)  
Washington State Patrol (WSP)  
Washington State Department of Ecology (WDOE)  
Washington State Department of Health (WDOH)  
Washington State Civil Support Team (WCST)  
Washington State Department of Fisheries & Wildlife (WDFW)

**I. INTRODUCTION**

*(This Emergency Support Function (ESF) 10 is excerpted from the King County Local Emergency Planning Committee (LEPC) Hazardous Materials Plan. For detailed and specific operating procedures, guidelines, resource lists and phone contacts, please reference the King County LEPC Hazardous Materials Plan and Appendices.)*

## **A. Purpose**

This ESF establishes the policies and procedures under which King County government will operate in the event of a hazardous materials release. It ensures a coordinated response in unincorporated King County, cities, and special purpose districts to minimize the effects of such an incident on the people and environment of King County cities, and special purpose districts.

The ESF designates King County Government agency responsibilities for reporting and managing emergent oil spills and hazardous materials incidents and provides guidance for: hazardous materials incident notification and response and off-site emergency planning/notification procedures as required by SARA Title III of 1986, also known as the Emergency Planning & Community Right-To-Know Act, which shall hereafter be referred to as EPCRA.

## **B. Scope**

This ESF is an excerpt of and has been developed from the King County LEPC Hazardous Materials Plan, which augments and supports the current Hazardous Materials & Counter Terrorism Emergency Resource Plan dated August 2005. This ESF describes the general policies, situation, planning assumptions, concept of operations & responsibilities of a hazardous materials response. For detailed and specific operating procedures, guidelines, resource lists and phone contacts, please reference the King County LEPC Hazardous Materials Plan and Appendices.)

This ESF applies to all Agencies responding to a hazardous materials release within unincorporated King County or its contracted cities. Agencies responding to a hazardous materials release will have their own SOPs, policies & procedures. This ESF does NOT supersede those procedures; instead it is designed to provide a framework to coordinate the efforts of the various agencies responding to the same incident.

## **XXII. POLICIES & LEGAL AUTHORITY**

The LEPC Hazardous Materials Plan was developed in coordination with public sector agencies (fire, hazmat, law enforcement, EMS), private sector firms, volunteer groups, and citizen committees; most of whom have a duty to act in a hazardous materials release per the following King County Codes, State Statutes & Regulations, and Federal Statutes & Regulations:

- Federal Statutes & Regulations are: 40 CFR Part 300; 355; 370; 44 CFR Part 302.2(p); 29 CFR Part 1910.120; US Code: Title 42, Chapter 116 Section 11003 a-g & EPCRA Sections 301-303.
- Emergency Planning and Community Right to Know Act (EPCRA) of 1986

- State Statutes & Regulations are: RCW 4.24.480; RCW 24.310; RCW 38.52.070; RCW 49.70; RCW 69.50.511; RCW 70.136; RCW 70.136.030; RCW 90.48; RCW 90.56; WAC 118-040; WAC 296-824; WAC 173.180D; WAC 173.181; WAC 296.62; WAC 173.303
- King County Code: KCC 1.28.010; KCC 2.56.010; KCC 2.56.030; KCC 2.56.040; KCC 2.56.050; KCC 2.56.060; KCC 12.52.010; KCC 12.52.020; KCC 12.52.030; KCC 12.52.040
- Mutual Aid agreements are the sole responsibility of each responding agency within unincorporated King County and contracted Cities.
- Memorandums of Agreement or Understanding (MOA or MOU) are also the responsibility of each responding agency within unincorporated King County and contracted Cities.
- Title 4 RCW: Civil Procedures: 4.24.314 Persons transporting hazardous materials – Responsibility for Incident Cleanup
- RCW 69.50.511 (covers the cleanup of hazardous substances at illegal drug manufacturing facilities):
- Chapter 70.105D (Washington State Model Toxins Control Act
- RCW 82.21
- RCW 90.56.350- Oil spill cleanup cost recovery
- RCW 90.56.360 Liability for expenses
- WAC 174-303-145 (3) Mitigation and Control
- Water Pollution Control Act, chapter 90.48. RCW
- King County Board of Health Title 10, Solid Waste Regulation, Chapter 10.80

## **II. SITUATION, ASSUMPTIONS & LIMITATIONS**

### **A. Emergency/Disaster Conditions and Hazards**

- Hazardous materials are commonly used, transported, and/or manufactured in King County. Hazardous materials incidents may occur along any transportation route including air, sea, rail, land, and pipeline or at any processing plant.
- The local Fire Agency in conjunction with the local Hazardous Materials (Hazmat) Team will be the lead on-scene agency. If a crime is involved or if an incident is determined to be suspicious, the local law enforcement agency will be the lead on scene agency.
- King County's fire agencies' hazardous materials response teams are as follows: Zone 3 Hazmat response (comprised of technicians from Tukwila, Renton, Valley Regional Fire Authority, Federal Way, and Kent fire agencies), Seattle, Port of Seattle, and Eastside Zone 1 Hazmat response. Law enforcement agencies in King County have the capability to field "Clan Lab" teams that have detection equipment, and personal protective equipment (PPE) to investigate illegal clandestine labs that produce meth-amphetamines.

- The first responding unit to the scene of a hazardous materials incident shall notify their Public Service Answering Point (PSAP) or dispatch center of the situation and request appropriate resources.
- The following is a list of hazardous materials transportation routes and is not all inclusive: Local highways: I-5; I-90; I-405; US highway 2 & 99; State Route (SR) 18; SR 516; SR 167. There are numerous rail lines, pipelines, waterways and flight paths that cross unincorporated King County and its contracted cities that pose a threat of a hazardous materials incident.
- Evacuation and routes will be determined at the time of an incident depending on plume dispersion and traffic flow at the time. Wind patterns and plume dispersion will be determined by the first responding hazmat team. Affected populations will be warned.
- There are many different hazardous materials that are manufactured, used, stored, and transported throughout unincorporated King County, cities, and special purpose districts.
- If a responding agency is unable to handle a hazardous materials incident, it should use its mutual aid and/or MOA/MOU agencies for help. Some of these agencies are the Seattle, Kent, Tukwila, Renton, Auburn, Federal Way, Port of Seattle, Bellevue, and Tacoma Hazardous Materials Response Teams.
- Washington State Patrol (WSP) and other State agencies are tasked with responding to such incidents on designated state highways. The King County ECC can request aid from federal agencies and Washington National Guard, which will be tasked with responding to such incidents upon request from the WEMD.
- The King County Local Emergency Planning Committee (LEPC) is responsible for providing assistance to the KCOEM in hazardous materials planning.

## **B. Planning Assumptions**

- An oil spill or hazardous materials release may develop slowly or occur without warning and pose a threat to the local population and/or environment. These releases may be caused by or occur during another emergency, such as volcanic eruption, earthquake, flooding, major fire, or terrorist incident.
- A major hazardous materials incident may require the evacuation of citizens at any location within unincorporated King County, cities, and special purpose districts.
- The length of time to determine the scope and magnitude of a hazardous materials incident will impact protective action recommendations and operations.
- During the course of an incident, wind shifts and other changes in weather conditions may necessitate changes in protective action recommendations.
- When citizens are told to evacuate and they choose not to, they should be told how to shelter-in-place. When citizens do evacuate they should use the routes as specified by emergency personnel. The safe areas will be set up and

maintained by the appropriate governmental and non-governmental (NGO) agencies,

- Every reasonable attempt will be made to help evacuate citizens with special needs in an orderly and expedient manner, if resources and time allows. These residents may need to shelter-in-place if there are no other alternatives.
- Hazardous materials could enter the water or sewer system and may necessitate the shutdown of these systems.

### **C. Limitations**

- This ESF does not imply, infer, or guarantee that a perfect response will be practical or possible. No ESF or plan can shield residents from all incidents.
- Responders will attempt to coordinate the ESF and response according to their Standard Operating Procedures (SOP), policies and procedures.
- Every reasonable effort will be made to respond to emergencies or disasters. Systems may be overwhelmed and there may be little to no warning during specific incidents to implement operational procedures. Resources and time may not be available.
- Successful implementation of this ESF depends on a thorough information exchange between responding organizations and timely identification of actual capabilities and available resources at the time of the incident.
- Each agency, facility, and jurisdiction will respond within the limits of their training, resources, capabilities, and qualifications.

## **XXIII. CONCEPT OF OPERATIONS**

Many regulations require facilities to produce and maintain emergency plans for their facilities with hazardous materials inventories. These regulations include: Resource Conservation and Recovery Act (RCRA), Dangerous Waste Regulations, OPA 90, the Uniform Fire Code UFC of 2000, Clean Air Act Amendments, Hazardous Waste Operations and Emergency Response (HAZWOPER), and others. In 1996, the KCOEM began a program designed to assist businesses to develop plans consistent with the King County Hazardous Materials Emergency Resource Plan and the response capability of the community. Targeted are those facilities having reportable quantities of extremely hazardous substances (EHS).

### **A. General**

- All supporting jurisdictions, departments, and agencies will read this ESF and implement, as appropriate.
- Regulated facilities will report chemical inventories to the State Emergency Response Commission (SERC), Local Emergency Planning Committee (LEPC), and local Fire Department or Fire District.
- After notifying proper emergency response authorities that a hazardous materials incident has occurred, the authorized representative of the regulated facility



and/or transportation company will promptly notify the State Emergency Response Commission (SERC), Local Emergency Planning Committee (LEPC) or Tribal jurisdiction of the incident and make recommendations to the local emergency responders on how to contain the release and protect the public and/or environment.

- All facilities within unincorporated King County and its contracted cities report spills both verbally and in writing to the King County LEPC through the King County Office of Emergency management as well to their local Fire Department or District.
- All Emergency Planning and Community Right to Know Act (EPCRA) reports are managed and maintained by KCOEM on behalf of the King County LEPC.
- In the event of a hazardous materials incident, the on-scene Incident Commander (IC) will determine appropriate protective action recommendations (PARs) for the public, disseminate such recommendations, and implement them. All Fire hazardous materials response teams in King County use the tools to track where the chemical release is going through downwind estimates of the hazardous substance cloud footprint. These tools enable the IC to warn the public through a variety of systems (EAS, Code Red, Reverse 911, media outlets). KCOEM can assist in public dissemination of the IC PAR recommendations.
- Only the highest elected official, such as the King County Executive, a Mayor of a city, or their designee has the authority to order an evacuation. This will be done in conjunction with the on-scene IC. An evacuation order cannot be mandatory under Washington State law, but can be highly recommended.
- King County is organized into three geographic fire and emergency response zones with eight hazmat teams that respond to chemical releases. Those agencies are notified through the normal fire and police Public Safety Answering Points (PSAPs/911) systems.
- The LEPC will assist the KCOEM in preparing and reviewing hazardous materials response plans and procedures.
- All responders will assist with the collection of information for the identification of the party responsible for the hazardous materials incident.
- The incident command structure responsible for evacuation will ensure that appropriate planning and assistance is allocated for special needs populations, pets, and livestock if resources are available.
- Hazardous materials response operations shall be conducted using ICS/NIMS in accordance with local, state, tribal, & federal laws and will be in concert with the National Response Framework (NRF).

## **B. Organization**

### **Direction and Control:**

The direction and control function or Incident Command (IC) for hazardous materials incidents is the responsibility of the lead jurisdictional agency. The IC has the lead responsibility for on scene operations. The EOCs, if activated, will support the IC actions.

The KCECC is the focal point for coordination of a response to emergencies in King County including: fires, earthquakes, floods, severe weather incidents, civil unrest, mass casualty incidents (plane crashes, etc.) and hazardous materials incidents. Operations can be maintained 24 hours a day if the ECC is activated for a hazardous materials incident. The following representatives would likely be requested in the ECC:

- **Primary** – Fire Zone Coordinator, ARC, Law Enforcement, Transportation, Public and Environmental Health, King County Fire Marshal's Office, DOE, Facility Coordinator or responsible party, PIO(s).
- **Possible** – Hospitals, DOT, Roads, Risk Management, WSP, USCG, EPA, EMS, Surface Water Management, Pollution Control, Solid Waste, city representatives, Washington State DFW, Washington State Department of L&I, FBI and others.

### **King County Teams**

In King County, there are 4 public hazardous materials response teams. They provide training to their own staffs at various levels which is augmented at time with training from the WSP and private sources. The fire service trains to the same described levels above per NFPA 472 Standards.

- The **Seattle Fire Hazmat Team** covers the city limits of Seattle and I-5 in the city limits of Seattle. Seattle is fire Zone 5 in King County. They are available for mutual aid response with jurisdictions having similar capabilities. (56 level A technicians plus equipment)
- **Kent Fire Department, Tukwila Fire Department, Renton Fire Department, Valley Regional Fire Authority, and South King Fire Department** each provide technician trained responders and appropriate hazardous materials equipment as a **Zone 3 response** to hazardous materials incidents.
- The **Port of Seattle Fire Hazmat Team** is housed at SeaTac Airport with their fire units. They are primarily tasked with the airport property but respond in mutual aid with other units, notable Federal Way Fire Department hazmat team. They are available for mutual aid response with jurisdictions having similar capabilities. (35 level A technicians plus equipment).
- There is **one Eastside Fire Hazmat Teams** comprised of equipment and personnel from Bothell Fire, Redmond Fire, Kirkland Fire, Bellevue Fire, Issaquah and Woodinville Fire. The Eastside Team covers most of Fire Zone 1, with some exceptions. They are available for mutual aid response with jurisdictions having similar capabilities. (45 level A technicians plus equipment).
- The King County Sheriff's Office maintains a clandestine drug lab team that is not listed as a hazardous materials response team resource by the state fire marshal's office records. The KCSO may respond with its Clandestine Drug Lab Team statewide as a resource.

#### **XXIV. Private Sector Resources**

Many larger firms with hazardous materials inventories have private response teams trained to various levels. Notably these include several locations of the Boeing Company, Foss Environmental and the Weyerhaeuser Company. Several local cleanup contractors have equipment and personnel able to perform hazardous materials response with or without fire service support.

#### **State and Federal Teams and Resources**

The Washington State Emergency Management Division (EMD) of the Military Department provides no additional response capability for hazardous materials incidents beyond notification requirements. The State Emergency Management Operations [Duty] officer [SEOO] (phone 800-258-5990) is the 24-hours per day, 7 days a week point of contact for notification of the Department of Ecology (DOE) Spill Response teams. If local fire resources are exhausted, the State Duty officer may initiate request for Fire Mobilization or the Civil Support Team (CST). The Washington State Department of Ecology (DOE) does have a spill response “team” located in the northwest regional offices specifically for minor incidents and response support.

The Environmental Protection Agency (EPA) does provide technical teams on request from the jurisdictional response agency, with a ceiling of \$2,000,000 per incident. A Rapid Response Team (RRT) is based in San Francisco and can be requested for catastrophic incidents.

### **C. Procedures**

If a facility is involved in an “**active response**” to the release, other provisions may apply per OSHA Regulations in SARA Title I, also known as HAZWOPER. Active response usually involves attempts to stop a release, divert its impact, or otherwise enter the area of immediate danger. A recognized hazardous material going beyond the boundaries of the facility, container or intended use, in reportable amounts, in a 24-hour period, is considered to be a **release**.

#### **Warning and Notification**

King County has no warning system specifically for hazardous materials releases. Citizens can expect to be notified of a major release by the Emergency Alert System (EAS), local news reports or door to door by local police, fire or personnel from a facility with hazardous materials. King County uses the EAS and traditional media contacts to distribute **warnings** and information regarding hazardous materials releases to the public. Typically, the media might assist in releases that involve injuries or fatalities and/or are a threat to human health or the environment. The routine reporting of the occasional oil sheen on a local lake is not called to the media’s or the public’s attention. The LEPC is required to have a representative from local media in its membership to advice on these issues.

Public Information Officers (PIO) are maintained by most agencies in King County. For King County government, the PIO is most likely to be from the King County Executive's Office for major incidents. Smaller incidents may involve a PIO from a public works agency, the local police or fire jurisdiction, or a utility.

Information provided to the public is most useful for evacuations, shelters or sheltering-in-place, to establish confidence in the water supply, re-occupancy of evacuated areas or to inform the public of other emergency procedures.

**Notifications** are the obligation of the party responsible for the material(s) released. These **notifications** might be identified under federal, state or local codes. These might include but are not restricted to: the USCG, Washington State DOE, the NRC, Washington State DOT, the EMD of the Washington State Military Department, Washington State DFW, Local Indian Tribes, Puget Sound Air Pollution Control, EPA, local health departments and local utilities.

### **Isolation and Evacuation**

It is essential that citizens and workers of the community be protected to the highest degree possible from the adverse effects of a hazardous materials release. Protective measures taken to preserve the health and safety of the public during a hazardous materials incident are: **isolation**, **evacuation**, and **shelter-in-place** or a combination of all three.

**Isolation** involves the immediate area affected or the structure (building) only, such as a spill in the lab. **Evacuation** would involve a larger area, and implies movement of a population to a safe area other than the original location. In some cases, it may be impractical or unwise to move a large population during a hazardous materials incident. Where this is the case, it may be practical to **shelter-in-place**. This technique is useful where the population is unable to evacuate before an airborne material "plume" arrives but where the plume will pass the location in a brief period of time. As would be expected, this involves evaluations of the material, its properties and the local weather conditions.

**Evacuation** routes should be directed upwind or crosswind from the affected area. Shelter locations for evacuees shall be created at a safe distance from the incident. Sheltering is managed in King County by individual cities, King County ECC, and the Joint Planning of cities, non-profit agencies like the local chapter of the American Red Cross (ARC).

## **D. Mitigation/Preparedness Activities**

All emergency management agencies in King County teach minimum of 3-day preparedness to the citizens of King County. Residents may need to remain away from home for extended periods of time and are encouraged to be prepared for this possibility.

Training on the use of the King County Hazardous Materials Emergency Resources Plan is done annually with staff of the KCOEM. The duty officers of the KCOEM are trained to follow the procedures set out in the section titled “Emergency Response/King County Duty Officer Procedures”.

## **E. Response Activities**

Response agencies have limited means of monitoring a hazardous materials emergency. While the fire department hazardous materials team has the responsibility for this function, they will only do so to their level of capability. If the fire service’s ability is exceeded, the US EPA START contractor may be requested to monitor the site. In some instances, the facility may have a greater ability to monitor their site and should be used in that instance. Where health considerations involve radiological incidents, the Washington State DOH is the lead agency.

### **Ambulance Services and Triage**

Private local ambulance services, Medic One Advanced Life Support (ALS), and fire department aid vehicles when appropriate shall provide ambulance transportation. Mutual aid services for ambulance transportation may be requested at the discretion of the IC. Paramedics responding to the scene of a hazardous materials release should be trained to at least the awareness level. Victims should be decontaminated by on-scene first responders prior to dispatch to medical facilities in a vehicle. Failure to decontaminate a victim prior to transportation can render the vehicle “out of service” until it is decontaminated as well as cross contaminate the paramedics. For Mass Casualty Incidents (MCIs) Harborview Hospital will distribute patients to local hospitals based on the facility’s ability to care for hazardous materials patients.

### **Search and Rescue**

Search and Rescue is the legal obligation of the local law enforcement agency. In the event of a hazardous materials release involving missing persons or the need for a rescue, the involvement of local law enforcement may not be practical because of safety issues. Personal protective equipment may be required to affect entry of the hot zone to effect search and rescue. Specific training is required as well as equipment and an adequate medical condition of members of the entry team must be established. The SEOO may be contacted for specialized resources including the FEMA Region X USAR TF-1.

## **F. Recovery Activities**

### **II. Recovery and Cleanup**

It is the obligation of the responsible party to arrange cleanup of a release site. If the site is abandoned, the responsible party is unable to pay for cleanup or if the

responsible party cannot be identified, the Washington State DOE and/or EPA take the lead. Gross cleanup is performed to protect the life, safety and health issues that may exist. A list of cleanup contractors is maintained in the King County Hazardous Materials Emergency Resource Plan.

The responsible party (RP) must pay for cleanup and where the RP is not identified or is unable to pay for cleanup, some funding may be available from the State DOE or from EPA under the Superfund Act. Some funding may be available to local jurisdictions for response activities.

### **Cleanup and Disposal**

The cleanup and disposal of hazardous materials is the responsibility of the owner or transporter of the material per Title 4 RCW 4.24.314. Cleanup and disposal measures must be coordinated between the responsible party and the state /federal/local regulatory agencies or private cleanup and disposal contractors as determined by the nature and severity of the release.

DOE is the lead agency for overseeing the cleanup and disposal of hazardous chemicals and chemical waste. The EPA is the IC agency for inland waterway spills and shares that oversight with DOE.

The Public Health Seattle & King County is the lead agency for screening suspect hazardous and non-regulated small quantity hazardous materials for proper disposal that might be generated from cleanup sites. The WAC identifies the local health department as the agency with authority to certify re-occupancy of a residence following drug lab cleanup.

### **Investigative Procedures**

Investigative follow up shall be the responsibility of the individual and/or company responsible for the release and state, local or federal regulatory agencies per standard operating procedures, as appropriate for the specific incident. The FBI is the lead investigative agency for terrorist incidents. Local law enforcement may be the lead investigative agency for drug labs or assist WSP and may assist with FBI investigations for terrorist incidents.

## **III. RESPONSIBILITIES**

### **A. Primary Agency**

#### **Director, Office of Emergency Management shall:**

- Advise and assist County officials on direction and control of emergency operations and act as or provide a liaison with appropriate organizations, as requested.
- Act as coordinating agent and prepare requests for emergency resources to Washington Emergency Management Division (WAEMD).

- Provide advice and assistance for preparation and dissemination of emergency information.
- Collect emergency operations information, analyze data, and prepare operational reports.
- Coordinate with the King County Executive's Office to ensure that a system of communications is in place that is capable of meeting the emergency operations requirements of County government.
- Maintain, operate, coordinate, and recommend the appropriate use of the Emergency Alert System (EAS) as it pertains to King County.
- Coordinate with the executive heads of political subdivisions within the County concerning the direction and control of their emergency operations and coordination with County operations and plans.
- Advise County officials on emergency fiscal and administrative procedures and requirements.
- Establish and manage the King County Emergency Coordination Center (ECC).
- Support King County Joint Information Center (JIC) operations.

**Emergency Management Staff and Duty Officers shall:**

- Follow Duty Officer Hazardous Materials and Counter-Terrorism guidelines.
- Collect information regarding damage, casualties, evacuation needs, and warning requirements.
- Contact emergency management staff and brief officials as required.
- Act as liaison to field command or other ECC and/or EOCs as required.
- Open, staff and/or manage the King County ECC when appropriate.
- Obtain or confirm a State mission number for the incident.
- Record information received by KCOEM related to hazardous materials.
- Distribute information and messages related to the hazardous materials incident to appropriate members of the King County ECC.
- Initiate an EAS message if appropriate.
- Develop Emergency Plans & Procedures related to hazardous materials emergencies.
- Contact impacted cities with notifications, for situation reports, and resource needs.
- Contact Public Safety Answering Points (PSAPs) or dispatch centers as needed.
- Support the management of available response and recovery resources and participate in LEPC activities.
- Act as the King County distribution point for Emergency Response Guidebooks (ERGs) to those agencies not getting their ERGs directly from the state. A limited numbers of ERGs are available for first responders every four years.
- Notify the Public Health-Seattle & King County Duty Officer of spills to waterways.

## **B. Support Agencies**

### **Fire Service:**

- Unincorporated King County fire districts and city fire departments, fire marshals and hazardous materials response teams shall conduct building and facility fire safety inspections and prepare pre-fire plans. Fire department personnel shall make recommendations as needed. The King County fire marshal is the code enforcer for unincorporated King County and the jurisdictional fire marshal is the code enforcer for their respective cities.
- Develop, test, and maintain SOPs for responding to hazardous materials incidents in coordination with this ESF.
- Train personnel to identify potential hazardous materials incidents through the use of the North American Emergency Guidebook (ERG), additional advanced training offered through the Washington State Patrol (WSP), fire service, and other vendors.
- Train all personnel to the principals identified in National Incident Management System (NIMS).
- Act as Incident Commander (IC), except on state, interstate highways, or undesignated areas where the WSP will assume IC or if the incident is suspicious or a crime is involved, then be part of a unified command structure with law enforcement.
- Effectively deploy all available fire jurisdiction equipment and labor, to include the jurisdiction's hazardous materials team.
- Deploy mutual aid as requested per the individual fire agencies mutual aid agreements or Memorandum of Understanding/Memorandum of Agreement (MOU/MOA).
- Provide coordination and control of labor and equipment through the communications center and at a command post near the scene.
- Provide labor and equipment for decontamination and emergency medical aid at the scene of a hazardous materials incident.
- Provide labor and equipment for control and containment of a hazardous materials release or fire involving hazardous materials whenever possible.
- Provide a representative to the King County ECC as requested.

### **Law Enforcement:**

#### **King County Sheriff's Office may, if resources are available:**

- Contact appropriate responder dispatch agencies and emergency management.
- Contact the FBI if an incident is a confirmed release due to terrorist activity or there is a highly credible threat of a release.
- Contact Public Health Seattle & King County (PHSKC) for evaluation of potential bio-terrorist incidents.
- Contact the PHSKC for access to sample evaluation of suspect bio-terrorism samples by the State Health Lab in Shoreline located at 1610 NE 150<sup>th</sup> St. Shoreline WA 98155.



- Transport or arrange for transport of appropriate samples to the State Health Lab for testing.
- Assist with evacuation and site security for hazardous materials releases as appropriate.
- Participate in the Unified Command System.
- Participate in decontamination as necessary.
- Provide crowd and traffic control, emergency aid, and safety programs as appropriate.
- Assist with warning and emergency information.
- Provide for self-protection monitoring and reporting of environmental and other hazards.
- Conduct clandestine drug lab related activities where hazardous materials may be found.
- Conduct investigation and evidence collection for criminal and suspicious activities.
- Provide Special Operations Division support for any explosive devices or hazardous materials release with criminal or suspicious intent.
- Provide a representative to the King County ECC as requested if available.

**IV. Local Law Enforcement shall:**

- Follow appropriate reporting procedures for any hazardous materials incident.
- Local law enforcement agencies may assist with site security, crowd and traffic control, public warning, assistance with evacuations, and search and rescue where protective equipment is not required.

**Medical Services:**

**Emergency Medical Services (EMS) shall:**

- Contact dispatch, PHSKC, Poison Control Center, and/or Hospital Control if a victim has been contaminated or has symptoms resembling terror weapon or hazardous material exposure or medics have been impacted.
- Use appropriate protective measure and equipment if chemicals or terrorist weapons are expected.
- Coordinate with the IC and other first responders.

**Hospitals shall:**

- Follow appropriate reporting procedures for any hazardous materials incident.
- Ensure decontamination capability for ambulatory and non-ambulatory patients.
- Coordinate with Hospital Control Harborview Medical Center.
- Provide protective measures and site security for the hospital facility.
- Request appropriate needed non-health resources through local EOCs.

## **Health Services:**

### **Public Health Seattle & King County (PHSKC) shall:**

- Follow appropriate reporting procedures for any hazardous materials incident.
- Authorized re-occupancy following evacuation of an illegal drug lab scene.
- Authorize testing of suspected bio-terrorism samples by State Department of Health (DOH)Lab.
- Assess potential impacts of incident to food and water supply sources.
- Provide timely health information to decision makers and to the public regarding the incident, emergency health treatment, prevention and personal decontamination.
- Provide Environmental Public Health support to Incident Command.
- Provide consultation and regulatory oversight of any proposed temporary locations where contaminated debris/materials may be located pending final disposal.

## **Transportation:**

### **King County Department of Transportation (KCDOT) shall:**

- Follow appropriate reporting procedures for any hazardous materials incident.
- Assist with transportation of evacuated populations affected by hazardous materials incidents.
- Re-route bus traffic as necessary.
- Assist other first responders with barricades and other traffic related activities.

### **Department of Natural Resources & Parks (DNRP) shall:**

- Follow appropriate reporting procedures for any hazardous materials incident.
- Manage the disposal of hazardous materials or contaminated debris from its facilities.
- Prohibit the disposal of regulated hazardous wastes at King County Solid Waste Division facilities.
- Evaluate and regulate the potential for disposal of spilled materials and cleanup residue to sanitary sewer and require pretreatment when necessary. Cooperate with EPA criminal investigators on deliberate dumping incidents.
- Train personnel in handling hazardous materials appropriate to their job assignments.
- Mitigate, cleanup or provide for cleanup of spills or releases on County property under its control where appropriate.
- Provide guidance or temporary locations where contaminated debris may be accumulated.
- Provide information, directories and advice, spill prevention and handling education to businesses that are small quantity generators of hazardous waste.

**Department of Development and Environmental Services shall:**

- Assist in monitoring and reporting environmental hazards.
- Coordinate the abatement of dangerous buildings and structures.

**King County Local Emergency Planning Committee (LEPC) shall:**

- Maintain records of annual Tier II reports and Clean Air Act documents provided by facilities and stored at KCOEM.
- Provide information on facilities and phone numbers to responders, the public, and EOCs if available.
- Provide technical information on chemical information and health concerns.

**Utilities:**

**Utility Districts and Industry shall:**

- Provide for timely evacuation and site security for facilities affected by hazardous materials incidents.
- Provide for worker safety and shutdown of operations as needed during hazardous materials incidents.
- Provide timely public warning and notifications of hazardous releases from facilities.
- Coordinate activities with local EOCs when releases affect utilities.
- Provide information to media.
- Notify the King County Local Emergency Planning Committee (KC LEPC) and the National Response Center (NRC) as required by law.
- Maintain and coordinate plans per law.
- Provide a representative to the King County ECC as requested.

**State Agencies shall:**

**Washington State Emergency Management Division shall:**

- Contact all applicable Washington State Agencies. This may include Washington State Department of Ecology (DOE), Washington State Patrol (WSP), Washington State Department of Fish and Wildlife (DFW), Washington State Department of Health (DOH), the Governor's Office, Labor & Industries (L&I) and the Washington State Civil Support Team (CST).
- Contact all applicable Federal Agencies. This may include the National Response Center (NRC), FBI, US Department of Health, Center for Disease Control (CDC), the Environmental Protection Agency (EPA), FEMA Region X and the United States Coast Guard (USCG).
- Activate the State EOC and initiate an EAS message only upon request and authorization of the local Director of Emergency Management.
- Contact appropriate local, county or adjacent state emergency management agencies.
- Participate in the State and King County JICs.

- Record and process a request for State Fire Mobilization. The Chief of the Washington State Patrol approves or disapproves fire mobilization requests.

**The Washington State Department of Ecology (WDOE) shall:**

- Act as the lead environmental agency in Washington State. In cleanup related to hazardous chemicals or oil spills, WDOE may assume the incident commander (IC) role if requested by the political jurisdiction. In small incidents, WDOE may be the first responder. In some cases, where the responsible party is unidentified or unable to cleanup the release, WDOE may provide limited funding for the cleanup. The WDOE does not expect to have a role in response to or cleanup of terrorist oriented releases of chemical, radiological, or biological releases.
- Respond to the release of hazardous chemicals that may injure the environment.
- Act as the clean up coordinator for industrial chemical spills.
- Maintain Community Right to Know Tier II reports for the SERC.
- Review Section 313 reports and maintain files.
- Provide technical assistance to the IC and responsible party for chemical spills.
- Notify the EPA of reportable spills.
- Participate as a member of the SERC.

**Washington State Department of Fisheries and Wildlife shall:**

- Work with other Washington State and local agencies where fish kills or habitat damage has been identified from hazardous materials releases.
- Investigate cause and responsible parties where hazardous materials releases with environmental impacts have been identified.
- Provide PIO support in conjunction with the State and King County JIC.

**Washington State Patrol shall:**

- Act as the IC on state and interstate roadways for hazardous materials incidents, except in the city limits of Seattle and King County Sheriff's Office contract cities.
- Act as the IC in other jurisdictions identified for hazardous materials incidents.
- Assist with evacuations, scene security, and crowd and traffic control for hazardous materials incidents.
- Coordinate with other State and local officials, including law enforcement, transportation, environmental, and health agencies as well as the ARC and emergency workers.
- Provide hazardous materials training classes from time to time.
- Transport suspected bio-terrorism samples to the Washington State Health Labs for testing.
- Support terrorism investigations where appropriate.
- Provide PIO support in conjunction with the State and King County JIC.

**Washington State Department of Health shall:**

- Act as Washington State lead on disease outbreaks and radiological issues.
- Provide monitoring and lab support to IC.
- Provide PIO support in conjunction with the State and King County JIC.
- Monitor and coordinate with local public health departments and hospitals.
- Obtain needed federal medical personnel and resources when needed.
- Support disease vector control (water supply, rats, ticks, etc.).
- Direct National Disaster Medical System (NDMS) response when needed.
- Make recommendations for unprotected site re-entry.

**Washington State Military Department shall:**

- Deploy the Civil Support Team on direction of the Governor if possible when requested by the impacted jurisdiction(s).

**Civil Support Team, Washington State Military Department shall:**

- Deploy on direction of the Governor.
- Assess sites through recon, sampling, and on site lab testing.
- Evaluate suspected CBRNE threats.
- Provide decontamination and ALS medical support for the team only.
- Monitor and support local response.
- Coordinate with local, state and federal officials.
- Operate within a Unified Command.

**Federal Agencies**

Three federal agencies may be designated as the IC authority at a hazardous materials incident. These are: United States Coast Guard (USCG), Environmental Protection Agency (EPA), and the FBI.

**United States Coast Guard (USCG)**

The United State Coast Guard is the IC agency for navigable coastal waterways and will coordinate cleanup as well as provide technical support. They may provide site security, personnel, and equipment to the emergency efforts. They may participate as part of the Regional Response Team (RRT). The USCG shall:

- Act as the IC and direct response to spills of hazardous materials or petroleum products occurring on navigable waterways.
- Provide training on hazardous materials issues, including computer software.
- Participate in the Rapid Response Team (RRT) and the National Response Team (NRT).
- Maintain Regional and Geographic Area Response Plans.
- Provide PIO support in conjunction with the State and King County JIC.
- Provide a representative to the King County ECC as requested.

## **V. United States Environmental Protection Agency (EPA)**

The EPA is the IC agency on inland waterways and will work within the Unified Command Structure with the USCG, responsible party, Washington State, WSP, and local fire agency. The EPA may provide technical assistance teams (START) contractors, On Scene Coordinators (OSCs) and limited cleanup funding where the responsible party is not identified or is unable to fund cleanup. The EPA shall:

- Act as the IC for spills of hazardous materials or petroleum products occurring on inland waterways when requested or when local agencies cannot manage the incident.
- Provide site assessment assistance.
- Review annual SARA 313 reports.
- Provide PIO support in conjunction with the State and King County JIC.

### **Federal Bureau of Investigation (FBI)**

The FBI is the designated IC authority for releases identified as terrorist incidents. The FBI has minimal response capability that may be many hours away. This necessitates reliance on local response capabilities and integration of local responders into a Unified Command Structure. Department of Homeland Security grants have been utilized to augment local response capabilities in King County with the addition of equipment useful in terrorist incidents. The FBI may:

- Assume IC authority for Crisis Management at identified or credible suspect terrorist incidents.
- Manage the law enforcement investigation of terrorist incidents, threats, and suspected terrorist incidents.
- Work with local response agencies in a Unified Command.
- Take custody and process suspected terrorist incident evidence.
- Notify federal agencies with roles in a terrorist incident.
- Request federal assets required to manage the incident.
- Provide PIO support in conjunction with the State and King County JIC.

## **Non-governmental Organizations:**

### **The King-Kitsap Chapter of the American Red Cross (ARC) shall:**

- Provide feeding stations for first responders to hazardous materials incidents.
- Coordinate response efforts to hazardous materials incidents within their jurisdiction.

### **Private Sector Facilities shall:**

- Report hazardous materials spills and releases both verbally and in writing to the King County LEPC, and local fire department or district.
- Report hazardous material spills and releases to The National Response Center at 800-424-8802.

## **VI. RESOURCE REQUIREMENTS**

As stated in the King County LEPC Hazardous Materials Plan: hazmat teams, response and decontamination equipment, etc.

## **III. REFERENCES**

- The King County LEPC Hazardous Materials Plan and Annexes
- Emergency Planning and Community Right to Know Act (EPCRA) of 1986
- The National Response Center
- Chemtrec
- King County Comprehensive Emergency Management Plan
- Northwest Area Contingency Plan
- DOT Emergency Response Guidebook and web site
- NIOSH Pocket guide and web site
- Safety Information Resources MSDS web site
- FEMA, Guide for All-Hazard Emergency Operations Planning (SLG-101)
- SARA Title III – Emergency Planning & Community Right-To-Know Act

## **VII. VIII. TERMS & DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms

**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 11  
AGRICULTURE AND NATURAL RESOURCES**

**PRIMARY AGENCY:** King County Office of Emergency Management

**SUPPORT AGENCIES:** King County Department of Natural Resources & Parks  
King County Finance and Business Operations Division  
King County Water Districts  
King County Department of Transportation  
Public Health-Seattle & King County  
American Red Cross  
Salvation Army  
Washington State Department of Agriculture  
Washington State Departments and Agencies, as needed  
Federal Government Departments and Agencies, as needed  
Selected Private Sector Food and Water Distribution  
Organizations

## **I. INTRODUCTION**

### **A. Purpose**

The purpose of Emergency Support Function (ESF) #11 – Agriculture and Natural Resources is to coordinate King County resources in the provision of food and water for mass feeding of residents in unincorporated King County following a proclamation of emergency by the King County Executive. This ESF also includes large animal response issues.

### **B. Scope**

ESF 11 is applicable to disaster events within or impacting on unincorporated King County when it will be necessary to provide support to relief organizations such as the American Red Cross and Salvation Army and King County water districts for the procurement, staging, and distribution of food and potable water.

## **II. POLICIES**

It is the policy of the government of King County to provide the emergency management organization and resources to minimize the loss of life, protect public property and the environment in unincorporated King County. Additionally, King County will provide support to other jurisdictions within King County to the maximum extent possible depending on the disaster conditions and resources



available.

All King County departments will operate under existing authorities and regulations unless superseded by the emergency powers granted to the County Executive.

King County government does not have the infrastructure or resources in place to provide food service and potable water. King County government relies on a partnership with volunteer service organizations such as the American Red Cross, Salvation Army, State agencies, faith based organizations, the private sector, and public and private water purveyors and districts, to provide food and water to citizens in unincorporated King County, following a disaster.

Incorporated jurisdictions have the legal responsibility to perform emergency management functions to include food and water procurement and distribution within their jurisdictional boundaries, as mandated by RCW 38.52.070. In a large-scale disaster impacting on multiple jurisdictions within King County, all requests for food and water support from cities and special purpose districts will be processed through the King County ECC.

King County Department of Natural Resources Parks may provide land and resources in order to distribute food and water in accordance with ESF-6 (Mass Care), of this plan.

King County Finance and Business Operations Division will provide procurement staff and resources to purchase food and water from the public and private sectors, as needed, to support those partnership organizations involved in acquiring, preparing and distributing food and water.

The American Red Cross will support operations with staff, supplies, and shelters as disaster conditions dictate and resources allow, in accordance with ESF #6 of this plan.

The Salvation Army will support operations with staff, supplies and food service as disaster conditions dictate and resources allow, in accordance with ESF #6 of this plan.

It is the policy of King County government to educate staff, unincorporated citizens, businesses, incorporated cities and special purpose districts, regarding their responsibility to provide for their own food and water for a minimum of three days following a natural or technological disaster.

### **III. SITUATION**

#### **A. Emergency/Disaster Hazards and Conditions**

King County is vulnerable to all of the natural and technological disasters that are detailed in the King County Hazard Identification and Vulnerability Analysis (HIVA). A large-scale disaster impacting the large population of the county will overextend the resources of King County government to adequately respond. A proclamation of disaster will be signed by the King County executive in order to acquire state and federal support.

The Washington State Department of Revenue reported 2006 statistics for King County of \$4.6 billion and 12,431 FTEs for food processing, and \$120 million in nursery, greenhouse, milk cows, and cattle crop and livestock production figures. Pests, plant and animal diseases are also a concern, including zoonotic (contracted by humans) outbreaks such as brucellosis, anthrax, plague, tularemia, avian influenza, and other pathogens. Food protection is a major concern for the entire agriculture sector.

#### **B. Planning Assumptions**

The local and regional utilities, communications, lifelines, medical and transportation systems and networks will sustain damage. Disaster response and recovery activities will be difficult to coordinate.

Public, private and volunteer organizations and the general public will have to use their own resources and be self-sufficient for a minimum of three days.

No single agency or organization will be able to satisfy all emergency food and water resource requests during a major emergency or disaster.

A partnership approach will be needed between public, private, and volunteer agencies in order to provide food and water for large-scale disaster events in King County.

Cities in King County will provide their own food and water using city staff, resources, and facilities.

Shortages of emergency response personnel will exist creating a need for auxiliary fire, police, search and rescue, emergency medical, transit, public works, utilities, and shelter manager personnel. Private sector support will be needed to augment disaster response and recovery efforts.

King County will have to coordinate the procurement and distribution of emergency food and water with volunteer agencies, cities, special purpose districts, food retailers, and other local, state and federal government agencies.

The Washington State Departments of Agriculture (WSDA) and Fish and Wildlife (WDFW) represent animal health concerns of the state which may involve the diagnosis, prevention, and control of foreign animal diseases and diseases of public health significance, and assistance in the disposal of dead animals in accordance with Appendix B (State Animal Response Plan) of Emergency Support Function 11 of the Washington State Comprehensive Emergency Management Plan.

#### **IV. CONCEPT OF OPERATIONS**

##### **A. General**

King County government's provision of shelters, food and water distribution will be managed through the King County ECC. The King County Department of Natural Resources & Parks (DNRP) will provide personnel to work in the King County ECC to assist in coordination of food and water planning, procurement, and distribution with Red Cross, Salvation Army, other faith based organizations, private food distribution firms, water special purpose districts, other King County departments, and state and federal agencies. A Food and Water Planning Group will be formed in the King County ECC with ECC Representatives staff from King County DNRP, King County Finance, Health, Transportation, and Facilities, as well as representatives from the American Red Cross, Salvation Army, selected private and faith based organizations, and water district representatives. The group will address food and water planning, procurement, and distribution.

King County Finance and Business Operations Division will provide purchasing personnel to work in the King County ECC to purchase food and water from the private sector as needed.

King County Department of Transportation will provide food and water distribution transportation and staff resources.

King County DNRP will provide facilities, equipment and staff to assist in transportation and distribution of resources.

Seattle-King County Department of Public Health will ensure that all health and food/water safety aspects of storing and distribution are complied with.

King County Facilities Management Division will provide property, facilities, and resources as needed.

All County departments will support food and water procurement and distribution as needed.

American Red Cross and Salvation Army will provide planning staff to facilitate food and water resources to shelters.

The Washington Association of Sewer and Water Districts will coordinate with its Section 4 (King County), to provide water representatives to the King County ECC.

## **B. Organization**

The King County ECC will be the coordination point for County government, for food and water planning, purchasing, and distribution. As in mass care (ESF #6), food and water support will be a cooperative effort between the county, cities, special purpose districts, state and federal agencies, volunteer organizations, and the private sector.

## **C. Procedures**

All King County departments, cities, special purpose districts, volunteer organizations, and state and federal agencies, will utilize their own procedures and SOPs.

If the incident appears to be an infected animal situation, Washington State Department of Agriculture will be contacted. Generally, this will occur in the following manner:

- Farmer or local veterinarian calls in problem.
- A specially trained veterinarian (a foreign animal disease diagnostician or FADD) will collect samples to confirm a diagnosis.
- Samples are sent to the National Veterinary Services Laboratory and the Washington Animal Disease Diagnostic Laboratory.

- The FADD, in consultation with the State Veterinarian and USDA-AVIC, will determine the next actions to take.

The following will need to be coordinated:

- **Law Enforcement** – Enforce Quarantine – Traffic Control
- **Fire** – Decontamination and Disinfection
- **Public Works** – Road Barricades – Drainage issues – Carcass Disposal – Traffic Rerouting
- **Public Health** – Quarantine issues – Human disease control – Animal Disposal – Mental Health
- **Public Information** – Work as the local representative in the Joint Information Center
- **Mutual Aid Agreements**

The Washington State veterinarian can be contacted through the Washington EMD and the Washington State Agriculture Department. There is also a local vet per region. King County is located in the Agricultural region 1.

#### **D. Mitigation Activities**

All King County departments will reduce the effects of disasters by providing safe work environments for their staff members, to include seismic tie-downs, emergency supplies, and selected operational training as mandated by each department.

#### **E. Preparedness/Response Activities**

All King County departments will ensure that appropriate staff are identified, trained, and given appropriate support to prepare each department to respond to emergencies and disasters. The prime documents are the King County Emergency Management Plan, department internal plans and procedures.

#### **F. Recovery Activities**

All King County departments will identify, train, and provide appropriate support to selected staff members to return each element to normal operations; this will include training in documentation of costs and activities.

### **V. RESPONSIBILITIES**

#### **A. Primary Agency**

**The King County Office of Emergency Management shall:**

- Develop and manage the ECC's Food and Water Planning Group, to include providing personnel and resources to lead the planning, coordination, and distribution of food and water resources through the same system that provides shelters.

**B. Support Agencies**

**King County Department of Natural Resources & Parks shall provide:**

- Representatives in the King County ECC as needed.
- Provide property, facilities, and resources to assist with the efficient distribution of food and water resources.

**King County Finance and Business Operations Division shall provide:**

- Assistance with establishing contracts for support services for distribution of food and water.

**King County Department of Transportation shall provide:**

- Food and water distribution transportation resources, if resources are available.

**Public Health-Seattle & King County shall provide:**

- Provide food and drinking water safety consultation and disease prevention information to providers of emergency mass food and water distribution.
- Evaluate mass food and water distribution and preparation centers to assure proper sanitation/safe food handling practices.
- Formulate and distribute food and drinking water safety communications to the public.
- Investigate possible food and water borne illness and zoonotic disease outbreaks.

**American Red Cross may provide:**

- Staff, supplies, and food service as disaster conditions dictate and resources allow.

**Salvation Army may provide:**

- Staff, supplies, and food service as disaster conditions dictate and resources allow.

**Other Private and Faith Based Organizations may provide:**

- Staff, supplies, and food service as disaster conditions dictate and resources allow.

**Washington State and Federal Agencies shall provide:**

- Food, water, transportation, staging areas, personnel, and any other resources deemed necessary to provide food and water for King County.

**Washington State Department of Agriculture shall:**

- Coordinate with local jurisdiction for needed local support.
- Establish surveillance zones.
- Establish a Joint Information Center.
- Enforce strict biosecurity measures to prevent spread of disease.

## **VI. RESOURCE REQUIREMENTS**

- Food and water will initially be procured with supplies on hand within King County.
- Direct purchasing and contract development with private sector food businesses and volunteer organizations will be utilized until bulk distribution of food and water supplies can be coordinated with state and federal agencies.
- All King County departments will use their resources as much as possible. Additional resources for the food and water mission will be procured through department actions or through the King County ECC.
- School Districts, local, state, federal government facilities, volunteer and private agencies within King County will need to be used for food and water storage, preparation and distribution
- The King County ECC will funnel all requests for State and Federal food and water support through the Washington State EOC.

## **VII. REFERENCES**

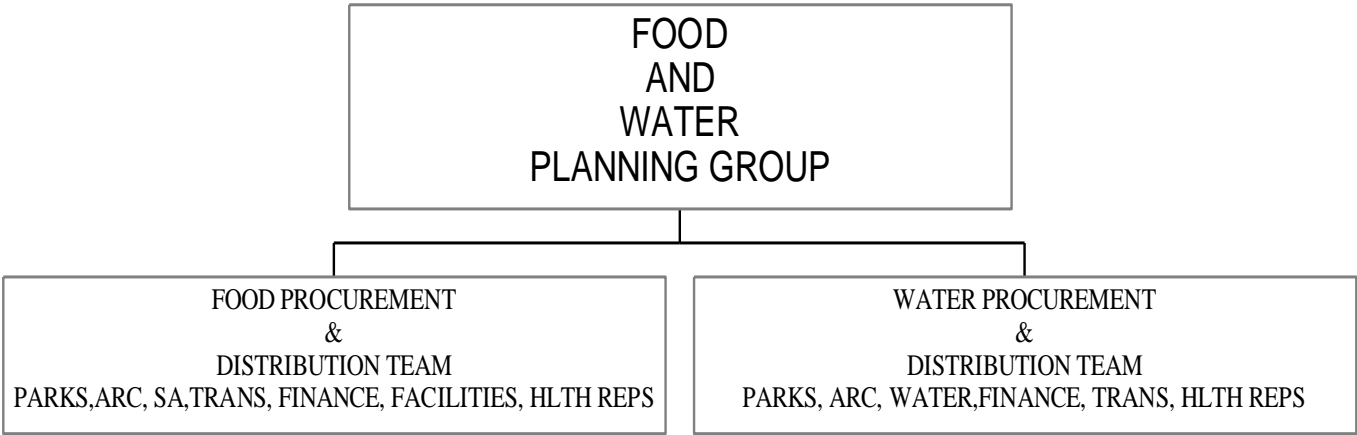
- Washington State Comprehensive Emergency Management Plan
- King County Parks Emergency Response Plan.

## **VIII. TERMS & DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms

**KING COUNTY WASHINGTON  
EMERGENCY SUPPORT FUNCTION (ESF) 11  
AGRICULTURE AND NATURAL RESOURCES  
APPENDIX 1  
ECC FOOD AND WATER PLANNING TEAMS**

NOTE: The size of the Food and Water Planning Group will be contingent on the magnitude of the disaster; thus, the same staff may be used for both teams in a smaller even





**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 12  
ENERGY**

**VIII. PRIMARY AGENCY:** King County Office of Emergency Management (OEM)

**SUPPORT AGENCIES:** Puget Sound Energy  
Seattle City Light  
Tanner Electric  
Seattle Public Utilities  
King County Department of Transportation  
King County DDES  
King County DES  
King County DNRP  
King County Sewer and Water Special Purpose Districts  
Williams NW Pipeline  
Olympic Pipeline

**I. INTRODUCTION**

**A. Purpose**

To maintain liaison with public utilities providing services in King County and coordinate support for the continued operations of public utilities necessary to provide essential services to King County residents, businesses, and governments.

**B. Scope**

The types of public and private utilities addressed in this ESF are electric, water, sewer, natural gas, and fuel pipelines.

The electric utilities, which include Puget Sound Energy, Seattle City Light, Tanner Electric, Bonneville Power, and others, are an organized collection of public and private generating and distribution facilities. They are interconnected to form the Northwest Power Pool. Relying on the power pool concept, the electric power industry has developed the capability to provide power even under the most extreme conditions.

Water supply and sewer systems within King County are both publicly and privately owned, and are organized at either municipal or special purpose district level. In many cases, the water and sewer districts are interconnected.

Natural gas is provided by Puget Sound Energy Company, Williams Pipeline Company and Enumclaw Gas. Distribution of natural gas is subject to control by the federal government in response to such factors as supply and areas of excessive demand.

Liquid fuel (diesel, jet fuel, regular gasoline) is provided by Olympic Pipeline and is subject to control by the federal government.

## **II. POLICIES**

The Defense Electric Power Administration of the U.S. Department of Energy has the responsibility of working with the electric power industry to ensure maximum generation, transmission, and distribution of electric power to meet essential needs within the state of Washington, as well as other states which depend on common sources of electric power by virtue of interconnections.

The Federal Government is responsible for the direct management of the federal water supplies in the state of Washington and for the release of these supplies and of those in other states required to meet the needs in Washington State when possible. Federal water flow systems are operated by the U.S. Army Corps of Engineers, U.S. Department of the Interior, and the U.S. Department of Agriculture. In addition, the U.S. Department of Health and Human Services has the primary responsibility to coordinate the development of emergency plans and programs to ensure the provision of potable water supplies for community uses in an emergency.

The U.S. Department of Energy (DOE) has the responsibility of working with the gas industry to ensure maximum production and for the release of natural gas in transmission systems to meet the most essential needs.

Washington State, through the State Emergency Resource Management Organization, will coordinate and control the services provided by the public utilities. The state Emergency Resource Management Plan provides for four organizations to work with public utilities in a national or local emergency: 1) Electric Power Organization, 2) Water Organization, 3) Gas Organization, and 4) Utility Organization. These organizations have overall responsibility for providing specific policies and taking those necessary actions required for the effective provision and utilization of available resources to meet essential and emergency needs. In addition, they shall be responsible for providing the state support needed for the restoration of the public utility systems and coordinate with the County appointed utility coordinators.

King County governments (County, cities, and special purpose districts) provide no centralized system other than through the King County ECC, for the coordination of emergency services provided by public and privately owned

utilities.

### **III. SITUATION**

#### **A. Emergency/Disaster Conditions and Hazards**

A significant emergency or disaster may severely damage and limit access to the utilities infrastructure as we know it today.

See King County HIVA for discussion of hazards.

#### **B. Planning Assumptions**

The County's support of the response to the emergency, disaster, or incident may be severely impacted. No guarantee of a perfect response system is expressed or implied by the King County Comprehensive Emergency Management Plan (CEMP) or this ESF. King County can only endeavor to make every reasonable effort to respond based on the situation, information, and resources available at the time of the disaster.

Specific resources may be exhausted due to impacts of disasters. Extraordinary measures may have to be taken in order to resupply County departments.

The normal forms of communication and utilities may be severely interrupted during the early phases of an emergency or disaster.

Following an emergency or disaster, there may be a need to provide utilities, resources, goods, and services to the affected areas.

Fundamental resources such as water, food, first aid, shelter and sanitation supplies, fuels, and hand tools may be needed. King County does not have sufficient supplies and equipment on hand for long-term use.

There may be delays in all normal services such as police, fire, EMS, public works, transportation, and water/sewer and utilities response due to damage to facilities and equipment and shortages of personnel.

The management and logistics of resource support (see ESF 7, Resource Support) is highly situational and is dependent upon the incident, resource accessibility, transportation systems available, and location of vendors and suppliers.

## **IV. CONCEPT OF OPERATIONS**

### **A. General**

When the King County ECC is activated for emergencies or disasters, it will be the focal point for the establishment of priorities for restoration of utilities across geographic King County. Depending upon the utility outage, both private and public utility purveyors will be invited to work in the ECC to expedite restoration of utility services. The ECC will attempt to coordinate with utilities and provide them with situation and damage reports to facilitate the return to service of utilities as soon as possible.

Local jurisdictions (cities, special purpose districts, Ports, Indian Tribes) will officially proclaim a disaster or emergency for their jurisdiction and expend available resources (including mutual aid and private sector procurement) prior to seeking assistance through the King County ECC.

When the requirement for coordinated use and mobilization of public utility resources is necessary to County government operations and for the protection of life and property, a County Utility Coordinator, or Coordinators will be appointed by the Director, Office of Emergency Management.

All public utilities, whether publicly or privately owned, will be expected to manage and operate the utility within their own jurisdiction, providing emergency services based on their requirements and capabilities.

Public utility resources will be used to meet immediate and essential emergency needs. If adequate resources are not available locally, request for additional resources will be made through the King County Emergency Coordination Center (ECC).

Requests for public utility resources that cannot be filled locally will be forwarded through emergency management channels to state government.

To the maximum extent practicable, and within the limitations imposed by either the federal or state government, public utility systems will continue to provide service through their normal means. If curtailment of service is required, the systems will comply with such curtailment.

The County Utility Coordinator(s) will be the County liaison(s) with public utilities not directly under the control of a city, county, or state government agency, and will coordinate emergency utility services for the County from the County Emergency Coordination Center under the supervision of the ECC Supervisor.

The County Utility Coordinator(s) will initiate and maintain an information program through the King County Joint Information Center (JIC) to keep the public and utilities informed of utility services restrictions and requirements.

The King County Department of Transportation (DOT), through the Road Services Division, will provide labor and equipment necessary to ensure public utilities compliance with state statutes and local codes through inspections, review of designs, and construction management.

The King County Roads Division will issue permits for utility work on County road right of ways.

One Call Concepts Inc., through its Utility Notification Center will provide notice to public utilities and government agencies of contractors intent to excavate anywhere in the County so that utilities can field mark their facilities before excavation (Telephone: 1-800-424-5555).

## **B. Organization**

The King County Utility Coordinator(s) will coordinate utility issues from the King County ECC.

## **C. Procedures**

All King County departments, Liaison representatives in the ECC, and utility organizations will utilize their own internal procedures. King County ECC procedures will be disseminated to all representatives working within the ECC.

## **D. Mitigation Activities**

All King County departments will reduce the effects of disasters by providing safe work environments for their staff members, to include seismic tie-downs, emergency supplies, and selected operational training as mandated by each department's procedures. It is recommended that all organizations outside of King County Government do the same.

## **E. Preparedness/Response Activities**

All King County departments will ensure that appropriate staff are identified, trained, and provided appropriate support to prepare each department to respond to emergencies and disasters. Primary documents are the King County Emergency Management Plan and department plans and procedures.

## **F. Recovery Activities**

All King County departments will identify, train, and provide appropriate support to selected staff in order to perform damage assessment, manage recovery projects, including documentation and costs, and return each department to normal operations

## **V. RESPONSIBILITIES**

### **A. Primary Agencies**

#### **The Office of Emergency Management shall:**

- Select an individual to coordinate situation information and resource requests with public and private utilities mentioned above. The Director will appoint the County Utility Coordinator or Coordinators from the Department of Executive Services.

**The County Utility Coordinator(s) shall** be the liaison(s) with all public utilities in the County, and the State Emergency Resource Management Organization, and shall be responsible for:

- Establishing liaison with all public utilities providing essential services in the County.
- Organizing the utility liaisons group in the King County ECC and disseminating information through them.
- Coordinating the use of those public utility resources available and upon which no restrictions have been placed by higher levels of authority.
- Coordinating public/private utilities requests for assistance with state government when they cannot be filled locally.
- Advising all public/private utilities operating in the County of federal and state restrictions or limitations; essential utility services required for emergency operations of County government, and the health and safety of the population; and the restrictions, limitations, and operating policies established by County government affecting public utility operations in the County.
- Assisting public utilities by coordinating utility operations with government agencies.

## **B. Support Agencies**

### **Department of Executive Services (DES) shall:**

- Provide personnel to fill the role of County Utility Coordinator(s) as needed.

### **Department of Development and Environmental Services (DDES), shall:**

- Provide utilities assistance in ensuring compliance with state statutes and local codes through inspections, review of design, construction management, and issuing required permits.

### **Department of Transportation shall:**

- Provide for the review of design and construction plans for utility services to be installed on County road right of ways.
- Provide for the inspection of public utility services to ensure proper implementation of permits affecting public utility service in County road right of ways.

### **Department of Natural Resources and Parks shall:**

- Provide a Wastewater Treatment Division representative to the ECC when requested.
- Provide regional wastewater situation updates to the King County ECC when requested.
- Provide wastewater restoration plans and priorities to the King County ECC when requested.

### **Energy and Utility Providers (Puget Sound Energy, Seattle City Light, Tanner Electric, Seattle Public Utilities, King County Sewer and Water Districts, Williams NW Pipeline, Olympic Pipeline) shall:**

- Provide liaisons and/or 24/7 phone contacts to the King County ECC when requested.
- Provide situation updates to the King County ECC when requested.
- Provide utility restoration plans and priorities to the King County ECC when requested.
- Coordinate resource requests for public sector resources and services through the King County ECC.

## **VI. RESOURCE REQUIREMENTS**

All King County departments and public and private utilities will acquire resources from normal supply sources. The King County ECC will assist in resource procurement after all normal sources have been expended. (See ESF 7, Resource Support.)

## **VII. TERMS AND DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms



**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 13  
PUBLIC SAFETY AND SECURITY**

**PRIMARY AGENCY:** King County Sheriff's Office (KCSO)

**SUPPORT AGENCIES:** King County Executive  
King County Council  
Office of Prosecuting Attorney  
District Courts  
Superior Courts  
Department of Adult & Juvenile Detention  
Department of Executive Services  
Department of Judicial Administration  
Department of Transportation  
Other Law Enforcement Agencies

**I. INTRODUCTION**

**A. Purpose**

Emergency Support Function (ESF) #13, Public Safety and Security, integrates King County public safety and security capabilities and resources to support the full range of incident management activities associated with potential or actual emergencies or disasters. The primary purpose of this ESF is to establish procedures for the coordination of King County Sheriff's Office (KCSO) personnel and equipment to respond to incidents within the jurisdiction of the county or support local law enforcement agencies.

**B. Scope**

ESF #13 capabilities support incident management and operational function to include including evacuation, limiting access to hazardous or isolated areas, force protection, critical infrastructure protection, security planning, technical assistance, and public safety in both pre and post-incident situations. ESF #13 generally is activated in situations requiring extensive assistance to provide for public safety and security and in situations in which municipal government resources are overwhelmed or are inadequate, or in pre-incident or post-incident situations that require protective solutions or capabilities unique to the county government.

## **II. POLICIES**

All requests for Federal and State law enforcement augmentation of local assets should be coordinated by the KCSO ECC Representative responsible for this ESF.

Local authorities have the primary responsibility for public safety and security, and typically are the initial responders and support agencies in these functional areas during an incident or an incident with the potential or actual threat to public safety and security.

Local jurisdictions have primary authority and responsibility for law enforcement activities, utilizing the Incident Command System (ICS) on scene. In large-scale incidents, additional resources should first be obtained through the activation of mutual aid agreements with neighboring localities which may include other local and State agencies, with incident operations managed through a Unified Command (UC) structure.

Through ESF #13, all resources at the local, tribal, State, or Federal level when requested or required, as appropriate, and are integrated into the incident command structure using the National Incident Management System (NIMS) principles and procedures.

KCSO as the primary agency for ESF #13 will facilitate coordination among supporting agencies to ensure that communication and coordination process are consistent with incident management missions and objectives.

ESF #13 does not supersede the policies or mutual aid agreements of any county or municipal jurisdiction or government, tribal, State government, or Federal agency. Law enforcement activities and criminal investigations are conducted with existing laws.

If sufficiently trained law enforcement personnel are not available from other government agencies, public or private sources within the community will be sought. These sources include reserve and limited commission law enforcement, Washington State National Guard, commercial security personnel, private security firms, or other qualified personnel as available.

## **III. SITUATION**

### **A. Emergency/Disaster Conditions and Hazards**

King County will periodically experience emergency situations that may overwhelm current law enforcement capabilities. Equipment and personnel may be damaged or unavailable at times when they are most

needed. The King County Hazard Identification and Vulnerability Analysis (HIVA), and the Basic Plan describe situations and planning assumptions that affect our area that may impact resource availability.

## **B. Planning Assumptions**

The King County Sheriff's Office maintains a 24-hour operational capability.

The Department of Adult & Juvenile Detention shall maintain a 24-hour operational capability to provide jail services for police agencies and courts.

Municipal law enforcement agencies will exhaust local resources before requesting help from county resources.

Assistance between law enforcement agencies is facilitated by mutual aid agreements in effect for all law enforcement agencies, which operate in the County and neighboring jurisdictions.

The Washington State Patrol maintains jurisdiction for traffic enforcement and control on all state and interstate roadways within the county, except in the City of Seattle, King County Sheriff's Office contract cities, and some other local jurisdictions.

Local law enforcement agencies may be unable to deal with the magnitude of the situation, which may arise, prompting the request for additional law enforcement resources at the State and Federal level.

When essential resources become depleted or exhausted, operations are managed with the resources available. Staffing changes are adjusted to spread the available resources over acceptable hours of emergency operations.

# **IV. CONCEPT OF OPERATIONS**

## **A. General**

The King County Sheriff is the chief law enforcement official within King County and is responsible for coordinating all law enforcement activities during a county wide emergency or disaster. In the event that an emergency or disaster is entirely within an incorporated municipality, the chief law enforcement official of that jurisdiction is the Chief of Police.

When ESF #13 is activated, KCSO, with assistance from supporting department and agencies, assesses and responds to requests for public safety and security resources to include planning or technical assistance from other local, State, tribal, or Federal agencies, or other ESFs.

ESF #13 coordinates with Federal, State, tribal, and local officials to determine public safety and security support requirements and to jointly determine resource priorities.

ESF #13 maintains communication with supporting agencies to determine capabilities, assess the availability of resources, and track resources that have been deployed as a result of approved and funded mission assignments.

When ESF #13 is activated other appropriate support ESFs will be activated to support the incident.

Each supporting agency is responsible for managing its assets after receiving direction from the ECC Representative managing this ESF.

## **B. Organization**

KCSO is the primary agency responsible for overall command and coordination of ESF #13, and deployment of county law enforcement assets to affected unincorporated areas and other local agencies while maintaining liaison with affected police chiefs.

KCSO is divided into precincts from which local operations are conducted in coordination with Headquarters in Seattle, WA.

During incidents involving KCSO and other law enforcement agencies, coordination may be limited to the Sheriff's Office Coordination Center through coordination with the Emergency Coordination Center.

KCSO will manage and coordinate external law enforcement requests from the Emergency Coordination Center (ECC) when activated. The Sheriff's Office Coordination Center will coordinate internal county law enforcement requests when activated.

ESF #13 operations will be accomplished by mobilizing county law enforcement resources and coordinating State and Federal law enforcement resources in support of the affected local jurisdiction (upon request by local government).

ESF #13 may provide personnel to staff the Emergency Coordination Center, Joint Information Center (JIC), the Sheriff's Coordination Center (SOCC), the Incident Command Post, and the operation centers established as described in the Terrorism Incident Law Enforcement and Investigation Annex.

### **C. Procedures**

KCSO will deploy an ECC Representative(s) to the ECC when activated, to coordinate and exchange information with on-scene personnel and other county departments depending upon the emergency priorities and if resources are available.

The ECC Representative will assess the need for ESF #13 resources and coordinates response assistance and support in close cooperation with local, State, and Federal regional and field ESF #13 elements.

The ECC Representative may convene ESF #13 support agencies in a meeting or by conference call to coordinate public safety and security efforts.

ESF #13 may provide subject-matter experts, upon request, to national/regional response teams, or other entities, as may be establishes in the future.

When local law enforcement initially responds to an incident and requires immediate county assistance, other municipal, tribal, and State law enforcement agencies may contact the regional commanders of KCSO to request assistance. Those regional KCSO Commanders will notify the Sheriff's Office Coordination Center, if activated, or the ECC Representative responsible for this ESF.

### **D. Mitigation Activities**

**Preincident Coordination:** Developing operational and tactical public safety and security plans, conducting technical security and/or vulnerability assessments, and deploying local public safety and security response in response to specific threats or potential incidents.

**Technical Assistance:** Providing expertise and coordination for security planning efforts and conducting technical assessments (e.g., vulnerability assessments, risk analyses, IED mitigation)

**Mutual Aid Agreements:** KCSO has established mutual aid agreements with other law enforcement organizations. KCSO conducts special

planning activities with other agencies, facilities, or community events which require special security, public safety, or traffic control operations.

**Specialized Public Safety and Security Assessment:** Identifying the need for ESF #13 support and analyzing potential factors (e.g., mapping, modeling, and forecasting for crowd size and other conditions) that may affect resource allocations and requisite actions affecting public safety and security.

King County Sheriff's Office will comply with facility, property, and personnel protection mitigation plans promulgated by King County.

#### **E. Preparedness Activities**

Develop and maintain emergency management plans and participate in emergency response training and exercises. KCSO will develop operational procedures for the effective use of resources.

Designate a group of ECC Representatives, who will respond to the ECC or other areas of coordination or operation.

#### **F. Response Activities**

**General Law Enforcement Assistance:** Providing basic law enforcement assistance to Federal, State, tribal, and local agencies during incidents that require a coordinated response. Such assistance may include conducting routine patrol functions and making arrests as circumstances may require.

**Access Control:** Providing security forces to support State, tribal, and local efforts to control access to the incident site and critical facilities.

**Site Security:** Providing security forces and establishing protective measures around the incident site, critical infrastructure, and/or critical facilities.

**Traffic and Crowd Control:** Providing emergency protective services to address public safety and security requirements.

**Force Protection:** Providing for the protection of emergency responders and other workers operating in a high-threat environment, and for the operational security of emergency response operations wherever they may occur.

**Specialized Security Resources:** Providing specialized security assets such as traffic barriers; chemical, biological, radiological, nuclear, and

high-yield explosives detection devices; canine units; law enforcement personal protective gear; etc.

**G. Recovery Activities**

KCSO ECC Representative will maintain continuous communications with the ECC throughout the incident, so as to ensure the allocation of needed resources from other agencies with capabilities to assist in the recovery procedures.

KCSO in conjunction with KCDOT may allocate resources for staffing traffic control point for re-entry into previously evacuated areas, if resources are available.

Prepare an after-action report related to the scope of this ESF. The after-action report identifies key issues, resolutions, and recommendations for improving ESF response operations. All ESF #13 agencies should assist in preparing the after-action report.

KCSO will participate in any other recovery effort as they relate to law enforcement and overall King County Government recovery efforts.

**V. RESPONSIBILITIES**

**A. Primary Agency –King County Sheriff’s Office**

Coordinates emergency traffic control with the KCDOT to implement evacuation traffic control measures.

Conduct and direct all county emergency law enforcement services.

Assist State, tribal and local municipal police agencies in law enforcement activities.

Notify and coordinate the detouring of traffic away from sites that have experienced severe infrastructure damage.

Provide communication support.

Support the emergency transportation of medical personnel and supplies.

Secure perimeter around disaster area(s).

Issue temporary passes to authorize sworn as well as private support personnel to enter restricted areas.

Provide security at facilities supporting forward area of operations.

Support re-entry control points.

## **B. Support Agencies**

Each supporting agency will adhere to mutual aid agreements or any other action necessary to protect the safety and welfare of people and property.

Department of Adult & Juvenile Detention - The Department of Adult & Juvenile Detention shall maintain and coordinate all operations necessary to provide for the security and basic human needs of the population within its facilities.

The Office of Emergency Management activates the ECC and issues warnings as necessary or requested by KCSO. The ECC JIC coordinates emergency public information with the Sheriff PIO as appropriate.

## **VI. RESOURCE REQUIREMENTS**

Sufficient commissioned law enforcement officers, support staff, and equipment to provide 24 hour a day coverage until the demands of the emergency situation or disaster are over, may be requested, but resources may not exist to provide this service for the duration of any emergency.

## **VII. REFERENCES**

- Washington State Comprehensive Emergency Management Plan
- Revised Code of Washington (RCW)
- Washington Administrative Code (WAC)
- King County Code (K.C.C.)
- King County Sheriff's Office General Orders Manual
- King County Hazard Identification and Vulnerability Analysis

## **VIII. TERMS AND DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms



**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 14  
LONG-TERM COMMUNITY RECOVERY AND MITIGATION**

**PRIMARY AGENCY**

King County Department of Executive Services,  
Office of Emergency Management

**SUPPORT AGENCIES**

King County Executive  
King County Council  
King County Department of Natural Resources and  
Parks  
King County Department of Community and Human  
Services  
King County Department of Transportation  
King County Sheriff's Office  
Public Health-Seattle and King County  
King County Assessor  
King County Finance and Business Operations  
King County Office of Management and Budget  
Department of Development and Environmental  
Services  
American Red Cross  
Salvation Army  
Faith-Based Groups  
Volunteer Organizations (WAVOAD or local COAD)  
Utilities  
Washington State Emergency Management Division (EMD)  
Federal Emergency Management Agency (FEMA)  
US Small Business Administration  
Private Nonprofit Organizations

**I. INTRODUCTION**

It is the responsibility of government to assist the public and private sector in its recovery from a disaster. A wide spread disaster might affect the ability of businesses to function, disrupt employment, interrupt government services and impact tax revenues.

Recovery from a disaster is part of a continuum of emergency management functions established under RCW 38.52. These also include mitigation, preparedness, and response efforts. Response and recovery occur during and after an event, while mitigation and preparedness occur prior to an event.

Short-term recovery involves the restoration of critical services such as communications, water supply, sewage service, emergency medical capabilities and power, as well as garbage and debris removal. These functions must recover early in the incident to support life, health, and safety of the population and to support response missions.

Long-term recovery is the community's effort to regain normal functions such as commerce and employment, public transportation and use of buildings, bridges, roadways and other structures.

Mitigation is a driving force of a recovery strategy, rebuilding in a way that reduces or eliminates the impact from a re-occurrence of the same type of disaster event, such as changes in building and zoning codes that prohibit construction on flood plains.

In most cases, recovery begins during the response phase of the event when damage is identified and assessed. These damages are classified as being in either the private or public sector. The extent of the damages in dollars will determine what, if any, federal or state assistance may be available during the recovery phase. To request this assistance, a local proclamation of emergency must be made and be communicated to the Governor. Good record keeping will support recovery efforts. Responsibility for the temporary repairs of expected damages is documented in department procedures.

In addition to the assistance that may be available from governments, private nonprofit organizations support the recovery of people in King County. The American Red Cross, Salvation Army and other Community Organizations Active in Disasters (COAD) are examples of those involved in this effort. Services range from managing volunteers and donated goods, providing cash grants and home furnishings to sheltering, and location of displaced family members.

Various laws provide for federal assistance under emergency or disaster conditions with presidential approval. The governor can request direct assistance from selected federal agencies without a formal presidential declaration.

#### **A. Purpose**

The purpose of this Emergency Support Function is to identify roles and responsibilities involved in the recovery of King County Government from a disaster as well as the roles and responsibilities of governmental and non-governmental entities for those functions. The primary goal is to return government, businesses and residents back to normal, taking into consideration any mitigation plans and initiatives to improve the post-disaster infrastructure with increased resiliency.

## **B. Scope**

King County Government is primarily responsible for providing assistance to the population of unincorporated King County and assisting in the return of King County Governmental infrastructure and operations to their pre-disaster functioning. King County Government also supports local governments and special purpose districts on a regional basis by coordinating recovery resources. Disasters that may require recovery include but are not limited to: damaging floods, earthquakes, weather related events, civil disorder, terrorist activities and hazardous materials incidents.

## **II. POLICIES**

- The recovery effort for King County government in large disasters will be coordinated from the King County Emergency Coordination Center (ECC) under the direction of a senior department level executive appointed by the King County Executive or his/her designee. Agencies will designate a division level manager or higher-level official to represent their department. The Office of Emergency Management (OEM) Director or an appointed staff member will be the Applicant Agent for King County government to apply for and coordinate receipt of state and federal recovery funds.
- For emergencies in which the combined cost of contracted services is less than \$250,000, the Executive or his/her designee has the authority to waive normal competitive bidding and M/WBE requirements for the purposes of contracting to lease or purchase tangible property or services, public works, professional services or technical services.

For emergencies in which the combined cost of contracted services is greater than \$250,000, Council approval is required to waive normal competitive bidding and M/WBE requirements; however, it is not necessary to wait for Council approval before entering into contracts and beginning work to respond to the emergency. Normal procurement requirements may be waived under the authority of the Executive pending Council approval of the waiver by motion. If the Council does not approve the waiver authority within 10 days after contracts have been entered into which exceed \$250,000, the authority to waive normal purchasing requirements expires. (King County Code (KCC) 4.16 Emergency Purchases).

- By Proclamation of Emergency, the Executive may also provide departments with authority to postpone normal permitting process requirements; notwithstanding that any postponement of normal permitting requirements issued under an Executive Proclamation will be temporary. All projects must comply with all applicable code requirements. A permit and inspection must be obtained as soon as possible after

work has begun, but application for permit is required no later than six months after the date of the emergency proclamation.

### **III. SITUATION**

#### **A. Emergency/Disaster Conditions and Hazards**

See the Basic Plan for hazards discussion. Recovery efforts in King County are largely dependent on the nature of the disaster and the degree of damage experienced or population affected. The disaster or incident may require a small number of county agencies or it may involve every department of King County Government.

For large disasters requiring response and recovery, the King County ECC will be activated for the response phase, and will transition into the recovery phase.

In the event of a severe earthquake that compromises the ECC structure, another location will be chosen from available, safe structures. Other events that may cause response and recovery operations to be relocated include hazardous materials releases, fires, bomb threats and terrorist activities.

#### **B. Planning Assumptions**

- An emergency or disaster has occurred.
- A safe location can be found for coordination of response and recovery.
- Resources are available.
- Trained personnel exist to establish authority and to implement plans and procedures.
- Circumstances of an emergency or disaster may affect a program or agency's ability to participate in local recovery efforts. Funding of a program or individual eligibility may vary from one administration to another. Availability of any program or resource is not implied by its inclusion in this ESF.
- Municipalities will comply with RCW 38.52. The RCW requires that all municipalities have an emergency management program and a designated emergency manager. Cities will perform their own damage assessment, communicate damage figures to King County ECC, assign an Applicant Agent if warranted, follow established recovery procedures, conduct independent recovery efforts for the city involved as needed, and use available non-profit organization recovery programs as they may apply.
  - To affect the recovery of King County, continuity of government and government functions will be maintained, if possible.

- The private sector is likely to be affected by shortages of food, clothing, shelter/housing, normal employment, access to public transportation and roadways, repairs to their homes, and loss of possessions.
- To recover, residents may need to remove debris, maintain employment, access funds for repairs and provide care for children and the elderly or disabled.
- Permits and licenses may be needed for rebuilding.
- Utilities such as phones, safe drinking water and sewer services will need to be re-established.
- Supplies of food and fuels will be required.
- People will be seeking reunification with their families.
- The public will need assistance with insurance claims, public programs and consumer fraud topics.
- Personal records will need to be recovered and positive identification verified.
- Critical workers will be needed to maintain commerce.
- Long-term housing and historical site preservation will require attention.
- Language barriers may impede delivery of services.
- The public sector problems will include infrastructure repair, delivery of emergency programs and services, and recovery of vital records.
- Emergency repairs will be needed on bridges, roads, and public buildings.
- Government directed recovery will attempt to address functions, like: courts, health, water/sewer, public transportation, licenses, law and order, fire service, EMS, and inspections.
- Long-term business recovery strategies, building codes and ordinances may be needed.
- Emergency local expenditure ordinances may be required.

#### **IV. CONCEPT OF OPERATIONS**

##### **A. General**

In its initial phases, recovery for large disasters in King County is coordinated by the staff of the King County Emergency Coordination Center (ECC). When conditions warrant, the King County Executive will proclaim an emergency. As short-term recovery transitions to long-term recovery, the ECC will transition to a Recovery Coordination Center (RCC). Initially, the King County ECC will send preliminary damage assessment forms to all public sector entities, and set up a telephone bank “hotline” so King County residents and businesses can report damages not covered by insurance. Preliminary damage assessment information is consolidated, along with supplemental impact documentation, and are forwarded to the WA State EOC in order to:

1. determine the extent of damage to the state, and
2. support a proclamation of emergency and request for presidential declaration by the governor through FEMA Region X, to the President of the United States.

Signed Presidential disaster declarations for the state are approved to designated county geographical areas (such as King County), in two separate categories, (public assistance for counties, cities, special purpose districts, nonprofits performing government-like services, and for individual assistance for individual citizens and businesses). Under certain conditions, the county or smaller jurisdiction may receive declarations approved by the US Small Business Administration or the Department of Agriculture without Presidential Disaster or Emergency Declarations.

### **Affected Entities**

Disasters affect public entities and the private sector. Resources available for recovery are established by these categories:

- Private - Individuals, Associations, Clubs and Businesses (including banks and financial institutions, retail, wholesale, transportation, leisure, import/export, services, insurance, construction, power and some utilities).
- Public - Cities, towns and special purpose districts such as: schools, fire districts, water and sewer districts, library and drainage districts, and private nonprofit government-like agencies (e.g. American Red Cross).

### **Public Assistance Program**

Once the declaration is approved, local applicant agents are designated for each affected public sector entity (e.g. county agencies and departments, cities, special purpose districts, and non-profit/government like organizations (e.g. water provider associations). Recovery of County governmental agencies is coordinated by the senior department level executive appointed by the Executive to a Recovery Team. The King County OEM designated Applicant Agent will coordinate recovery efforts between King County and Washington State and federal officials. Once Applicant Agents in King County are designated and briefed by state officials, the county's responsibility reverts to its own internal needs and the needs of citizens of unincorporated King County, with the Recovery Team providing leadership throughout the county. Coordination by the OEM staff and the Applicant Agent includes scheduling visits by federal inspectors to damage sites and establishing accounting and appropriate audit trails for receipt of state/federal assistance.

**Individual Assistance Program:**

After the response phase has been addressed by the King County ECC, a citizen's web site, online reporting form, and "hotline" phone bank will be set up for citizens and businesses to report initial damages not covered by insurance. Once a presidential declaration has been made, citizens will be able to register by telephone with FEMA to receive assistance. A designated King County OEM staff will assist the state and federal teams in identifying securing federal recovery sites and providing assistance to federal and state outreach teams reaching into the affected communities.

**B. Organization**

Public Sector

Many of the King County agencies present in the ECC have roles in recovery. See the Responsibilities section in this ESF and the Basic Plan, Figure 1, King County Government Organizational Chart.

Several agencies from outside King County government also participate in the recovery process through the ECC. These include: FEMA, Small Business Administration (SBA), US Army Corps of Engineers, Federal Highway Administration, US Internal Revenue Service, Washington State Emergency Management Division, Washington State DOT, American Red Cross, Salvation Army, and other state and federal agencies, and volunteer nonprofit organizations.

**C. Procedures**

**STEPS LEADING TO REIMBURSEMENT OF DISASTER EXPENSES**

The following steps may occur over days, weeks, or months, depending on the disaster events:

- Following a disaster, the King County ECC staff and first responders evaluate and stabilize immediate life, safety and health threats
- Mutual Aid is requested locally or regionally
- Rapid Impact Assessment is conducted for all King County Departments and Agencies (see ESF 30, Rapid Impact Assessment)
- Local, county and state Disaster Proclamations are made
- Emergency Spending Authority is established
- Recovery of Vital Records begin; short-term efforts are made by County Departments to return to essential functioning following their COOP/COG plans
- Preliminary Damage Assessment is conducted. Reports are channeled to the Washington State EOC on losses to the public and private sectors

- Federal Declaration is requested opening support of resources beyond the state's capability to deliver and financial assistance for recovery
- Two types of assistance may be sought; Individual Assistance (for individuals and businesses in the private sector) and Public Assistance (for jurisdictions and public entities):

#### **Individual Assistance Process**

- Shortly after the incident, a county web site and a telephone hotline for residents reporting damages may be established in the King County ECC or other appropriate location.
- If an Individual Assistance declaration is made, private sector assistance is forthcoming
- A toll-free federal telephone registration number is obtained for citizens to report damages and begin the assistance process
- King County OEM compiles reports along with Supplemental Justifications and forwards these to Washington State Department of Emergency Management
- One or more disaster assistance centers may be established. These may be staffed by some combination of County, State and Federal Agencies with recovery assistance for the public sector
- As recovery begins, resources and location of any recovery center will be communicated to the public and private sectors through the King County Executive Public Information Officer (PIO) or the Joint Information Center (JIC) in the King County ECC
- King County OEM continues to work with the federal and state outreach teams to insure citizens are aware of the availability of assistance

#### **Public Assistance Process**

- King County OEM will send out notices with forms for reporting disasters losses to jurisdictions, special purpose districts, and Private-non-Profit (PNP) organizations performing certain governmental functions
- Jurisdictions, special purpose districts, and PNPs provide King County OEM with reports of losses and damages
- King County OEM compiles these reports along with supplemental justifications to the Washington Department of Emergency Management
- Preliminary Damage Assessment teams, consisting of federal, state, and local representatives, inspect field sites for confirmation of estimated damages and qualifying costs
- When a Public Assistance Declaration is made, financial assistance will be forthcoming for jurisdictions and special purpose districts, and certain PNPs



- A representative of the King County OEM will arrange a location for the briefing of public sector Applicant Agents. This is communicated to all public entities in King County
- Following the Applicant Agents' Meeting, a Notice of Interest and a Disaster Assistance Application must be transmitted by public agencies requesting financial assistance from FEMA
- Record Keeping – In house records of normal budget, maintenance portions, overtime associated with the disaster, and expenses associated with the disaster must be maintained from the event inception. Later, delineation of small and large projects based on the nature and the cost of the project will determine frequency of grant payments and inspections
- After approval of project worksheets, work begins on larger and longer term recovery projects in public and private sectors
- A-19-1A vouchers and quarterly status reports are submitted according to schedule
- Coordination of Field Inspectors with the Disaster Field Office and King County Agencies for completion of Disaster Survey Reports (DSRs) to establish final dollar counts for public recovery grants from FEMA
- The Applicant Agent notifies FEMA when all recovery projects are complete
- All records of work and expenditures of funds must be kept for a period of seven (7) years following the dispersal of the final payments and closure of the final project for a particular disaster
- Audits may be forthcoming and may occur at any time along the process from beginning of repair of damages until after close of the final project

**D. Mitigation/Preparedness Activities:**

All elements of King County government will ensure that personnel, property and equipment are protected from the effects of disasters by complying with the Basic Plan Responsibilities section.

**E. Response/Recovery Activities**

All response and recovery activities are detailed in department/division procedures and SOPs, the King County CEMP, and appropriate state and federal recovery guidelines.

## **V. RESPONSIBILITIES**

### **A. Primary Agency**

#### **King County Department of Executive Services, Office of Emergency Management shall:**

- Acquire rapid incident assessment (RIA) data (see ESF 30, Rapid Impact Assessment),
- Develop disaster proclamations,
- Operate/maintain the ECC and Transition from a response ECC to a Recovery Coordination Center (RCC)
- Provide the applicant agent to represent the County and arrange applicant agent briefings
- Coordinate and advise King County government of recovery requirements and procedures
- Document expenses, collect King County government damage assessment figures, serve as liaison for King County Departments with Washington State Disaster Field Office
- Coordinate private non-profit recovery efforts
- Maintain central database of county government damages/expenses
- Coordinate PIO functions
- Direct recovery of radio communications for County government

### **B. Support Agencies**

All agencies in King County government have duties directly associated with the recovery of the community following a disaster. Additionally, all governmental agencies have the responsibility to return to normal business capabilities as soon as possible following a disaster or incident.

#### **All King County agencies shall:**

- Develop a Recovery Plan and Procedures for each King County Department
- Participate in the development and implementation of regional recovery efforts
- Train personnel in its implementation
- Test procedures/provisions
- Begin record keeping of disaster expenses
- Assess damages
- Assess capabilities to conduct normal business
- Assess needs to return to normal business
- Conduct debris clearance

- Establish Communication with the King County Emergency Coordination Center
- Re-establish interrupted utility service
- Conduct short term repairs needed to support normal operations
- Begin recovery of Vital and Important Records needed to conduct normal business
- Begin reconstruction and long term repairs with available funds
- Re-establish normal services
- If needed, provide staffing for recovery efforts to the King County ECC

**King County Government Agencies**

The following represent some of the organizations with significant roles in disaster recovery and their major programs. Other agencies and programs may be available from time to time as funding is available and policy changes occur. Some or all of the following agencies may be part of the ECC Recovery Staff based on the needs of the event.

**King County Executive or his/her designee shall:**

- Proclaim an Emergency and request assistance from the Governor of Washington State
- Authorize emergency spending when necessary
- Assign an Applicant Agent for King County Government Recovery Team

**King County Council shall:**

- Consider motions or ordinances covering one or more of the following topics:
  - Acceptance of debris at county transfer stations
  - Special provisions for access to damaged buildings
  - Appropriation of emergency funds
  - Authorization to waive normal procurement requirements for emergency expenditures over \$250,000
  - Topics related to the encouragement of business recovery.

**King County Department of Natural Resources and Parks shall:**

- Provide access to transfer stations for solid waste from residents and businesses following disasters,
- Clear debris from DNRP owned and operated facilities
- Provide channel improvements, river bank stabilizations, retention repair, and restoration of levees and storm water facilities
- Inspect and repair wastewater facilities as needed
- Provide limited shelter, sanitation, and staging areas for incoming resources

**King County Department of Community and Human Services shall:**

- Provide limited counseling and legal services,
- Support Adult & Juvenile Detention, if required

**King County Department of Transportation shall:**

- Provide emergency construction, repair of county roads and bridges, supply engineering support to other county departments, erect signs and barricade, and coordinate inspections and assistance from US Army Corp of Engineers and other agencies
- Coordinate and provide emergency transportation services to the extent possible
- Restore public transportation services to the extent possible

**King County Sheriff's Office may:**

- Coordinate with other law enforcement agencies and the American Red Cross to locate missing persons

**Public Health-Seattle and King County shall:**

- Provide organization, supervision and coordination of emergency health, environmental health and medical examiner services throughout Seattle and King County.
- Support coordination of disaster behavioral health providers.
- Establish health and medical priorities and controls for emergency services including distribution of auxiliary health and medical supplies, distribution of equipment and assignment of health and medical personnel
- Conduct public information and education programs on emergency health treatment, prevention, and control programs.
- Coordinate countywide surveillance of potential problems related to public water supplies; sewage disposal system failures; solid waste accumulation and disposal; food storage; preparation and serving areas (i.e. shelters, food kitchens, etc.) disease carrying animals and insects, and natural gas leaks
- Coordinate the provision of basic and advanced life support services with other emergency medical services providers (e.g. fire services, paramedic units and private ambulances) as required
- Coordinate morgue services, body identification and disposal of unclaimed bodies and establishing procedures for handling mass deaths and burial, including release of information through the news media

**County Assessor shall:**

- Determine available departmental staffing levels and status of equipment
- Access information on damage assessment
- Assist the public in destroyed property claim processing that could affect property values; and determine changes in property values in damaged areas
- Assist the ECC in damage assessment analysis and reports

**Finance and Business Operations Division shall:**

- Procure goods and services
- Assist departments with the accounting for their costs incurred related to response and recovery from emergencies and disasters
- Reestablish payroll for county employees

**King County Office of Budget and Strategic Planning shall:**

- Recommend long-term economic recovery strategies to the King County Executive

**King County Department of Development and Environmental Services (DDES) shall:**

- Coordinate the repair, replacement of damaged and hazardous structures
- Issue building permits and performs inspections of damaged buildings in King County
- Suggest special provisions regarding fees and paperwork submission for emergency and disaster repairs
- Be responsible for long term rebuilding issues
- Evaluate and make recommendations on Historic Sites damaged in the disaster

**Volunteer Nonprofit Organizations**

**American Red Cross**

The American Red Cross provides disaster services, relief assistance and basic needs to individuals with urgent and verified disaster related needs. Significant services include: Emergency Mass Care, Disaster Welfare Inquiries, and Individual Emergency Assistance. Other services include: Disaster Health and Mental Services and Individual Additional Assistance.

*Emergency Mass Care* includes individual or temporary shelter, fixed or mobile feeding operations and/or the bulk distribution of relief supplies to disaster victims and workers. Assistance is provided to an affected area without identifying case-by-case needs.

*Disaster Welfare Inquiry* provides locator, family reunification for immediate families displaced by a disaster.

*Individual Emergency Assistance* provides disaster clients with clothing, food, rent, security deposits, cleaning supplies and equipment, and disaster-related medical needs as well as referral to other available assistance in the community.

The American Red Cross can track each “case” from inception to rehabilitation even when other agencies provide assistance. This tracking falls under “other services” provided. There is no cost-sharing requirement from relief clients. Efforts are funded from voluntary contributions. Application for assistance is made directly at the local chapter or at a Red Cross Shelter. Efforts are usually coordinated through FEMA, the King County ECC or a municipal EOC.

#### **Salvation Army**

The Salvation Army provides disaster recovery assistance in the form of food vouchers, cleanup kits, some medical assistance, counseling, and mobile feeding. Resources and supplies might be staged at one of the 35 western Washington Salvation Army Sites. If a facility is damaged beyond use, recovery will be directed from another local site

#### **Faith Based Groups**

Many church groups maintain stockpiles of resources; provide shelter and feeding of displaced populations; and collect funds for the recovery of local affected populations on a voluntary basis. These groups may offer their support through the King County ECC, municipal EOCs or independently.

#### **Volunteer Organizations (WAVOAD) or Local COAD**

Private sector members provide mass feeding, disaster child care, building and repairs, debris removal, burn services, mass and individual sheltering and supply transportation. Efforts are coordinated through the King County ECC.

#### **Utilities**

Once life/safety issues are resolved, utilities will perform damage assessment, effect short-term repairs and/or re-routing of phone, power, gas and water/sewer services to critical response agencies, businesses and residents. Needs beyond local capability should be communicated to the King County ECC and mutual aid agencies.

### **State and Federal Responsibilities**

Many state and federal agencies support recovery at the local level. These state and federal resources are listed in ESF 20.

## **VI. RESOURCE REQUIREMENTS**

Resources required for recovery are largely dependent on the emergency, its location, duration and population impacted.

## **VII. REFERENCES**

- Washington State Comprehensive Emergency Management Plan
- Disaster Assistance Guide for Local Governments (Washington State EMD)
- Disaster Assistance: A Guide to Recovery Programs (FEMA)
- Vital Records and Disaster Recovery Guidelines (King County )
- Earthquake Recovery: Survival Manual for Local Government (California)
- PL 93-288, as amended
- Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, as amended

## **VIII. TERMS AND DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms

**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 15  
EXTERNAL AFFAIRS**

**PRIMARY AGENCY:** King County Office of Emergency Management

**SUPPORT AGENCIES:** King County Executive's Office  
All King County Departments - Public Information Officers (PIOs)

**I. INTRODUCTION**

**A. Purpose**

The purpose of this ESF is to establish uniform policies for the effective development, coordination, and dissemination of information to King County employees, the public, and media, in case of an emergency or disaster. This ESF has been prepared to be consistent with the Washington State Comprehensive Emergency Management Plan format for emergencies and disasters.

**B. Scope**

King County Government's employee and public information requirements will be determined by the severity of the disaster as determined by the King County Emergency Coordination Center (ECC) in partnership with the King County ECC Joint Information Center (JIC). A significant public information response will involve many King County Departments, cities, special purpose districts, tribes, nonprofit and business organizations, and possibly Washington State and federal agencies. This ESF describes those agencies and their responsibilities and relationships.

**II. POLICIES**

During disasters the flow of public information and facts concerning the incident and responders efforts to save lives and protect property must be consolidated. The descriptions provided the public must reflect the best information available. The best information source for an incident is the Incident Command Post. If the incident is wide spread or occurs in unincorporated King County the best source of overall incident information is the King County ECC.



During disasters the flow of King County Government continuity of operations/government information to employees will be coordinated and disseminated at the direction of the King County Executive's Communication Director.

The KC Joint Information Center (JIC) requires PIO staff on a 24-hour basis for a sustained period of time. Primary and alternate PIOs from King County Government Departments need to work in a consolidated effort, often augmented by partner PIOs.

During any activation of the KC ECC, King County Public Information Officers for individual departments must be available to staff the KC JIC and possibly field locations. The disaster procedures for each county department should anticipate this fact and build in appropriate staffing.

### **III. SITUATION**

#### **A. Emergency/Disaster Conditions and Hazards**

The King County region will periodically experience emergency situations that require the coordinated dissemination of critical information to the public. The means of dissemination include the news media (radio, television, cable, print), the Internet, and if warranted by situation, hand distribution. Potential emergency situations include natural, technological, and human-caused incidents. Public information is critical to alerting residents and businesses to an impending emergency, directing and informing them during the emergency (including animal evacuation and response instructions and status updates), and assisting them in the response and recovery phases of the incident.

#### **B. Planning Assumptions**

The Emergency Alert System (EAS) (See ESF-2) is the best means to give an initial warning to the public. It will be used in time sensitive, life threatening situations when the public must be warned immediately of an impending emergency or disaster, or given orders for immediate action.

Once the initial warning is accomplished, the JIC has the task of keeping the public informed of what to do to prevent injury or property damage, and what incident response actions are occurring. The Executive's Communications Director has the role of informing employees of county government status and actions.

Normal means of communications may not be available. In those situations, non-traditional means of communicating, such as radio, billboards, flyers, newsprint, and community networks, with the public must be established and utilized.

Depending on the nature and magnitude of the emergency, different levels of public information will be required. Public information may in fact be a primary objective during an emergency. During a major emergency, timely and accurate public information will help protect people's health and safety and will help manage expectations about response capabilities.

Rumors or misinformation can cause unnecessary distress among public, provoke counterproductive public actions, and impede response and recovery efforts. The JIC and Executive's Communication Director must focus on providing accurate and timely information using all dissemination methods.

#### **IV. CONCEPT OF OPERATIONS**

##### **A. General**

King County Office of Emergency Management in partnership with county, city, and regional partners will prepare and distribute incident specific information to the public before, during, and after disasters, using all available media and means. Public information will be facilitated according to the size and scope of the disaster. During an incident, public information will be disseminated by the KC JIC acting under the KC ECC Incident Command structure. If an incident is wide spread a Joint Information System (JIS) will be activated to coordinate public messaging across the incident area. In a large-scale disaster staffing the JIC may require inclusion of non-King County government employees, this may include, but is not limited to PIOs from cities, special purpose districts, nonprofit organizations such as the American Red Cross, other counties, state, federal, and international representatives, tribal representatives, utilities and business and industry.

The Executive's Communications Director will coordinate and manage messaging to King County Employees and to the public regarding King County Government actions and information.

The KC JIC Supervisor will notify the Executive Communications Director of the need to staff the KC JIC, and will then contact Department PIO's for availability and assignment. Because of the nature of the incident(s), a PIO team may need to be dispatched to the field to address media on scene in support of an Incident Commander.

##### **B. Organization**

The King County OEM Public Information Officer or designee manages the KC JIC as the JIC Supervisor. All JIC actions will be coordinated with the KC ECC via the ECC

**Incident Manager.** During any activation of the ECC, King County Public Information Officers from individual departments must be available to staff the KC JIC and/or field locations. If individual departments need specific public information support, it will be provided on a prioritized basis by the KC JIC. Public Health Seattle and King County will run a separate Health Information Center and will coordinate messaging with the KC JIC, as appropriate.

Employee information and public information related specifically to King County Government response and recovery actions, and service levels will be coordinated and disseminated at the direction of the Executive's Communication Director.

It is expected that there will be coordination of messaging between the KC JIC and the Executive's Communication Director for incidents that impact KC Government operations and/or employees.

### **C. Procedures**

Detailed information on JIC operations are found in the King County Joint Information Center Procedures Manual.

Having a public information plan that is executed by a well-trained staff will mitigate the challenges that may occur in disaster situations. Participation in regularly scheduled disaster training and exercises will train the cadre of personnel needed for larger scale incidents.

Personnel must be identified by their departments and designated as PIO, community-relations staff, or general support for the KC JIC. They will be used on a consolidated basis during emergencies and disasters. KC JIC staff will participate in training and ECC exercises in order to improve and maintain their skills. The media will be contacted and informed on how information will be disseminated during emergencies.

During the response phase of the disaster incident, the KC JIC will coordinate the dissemination of incident information. The KC JIC will provide public information to local and national media by the use of social media, email, in person conferences, telephone conferences, and if appropriate on site interviews.

Information will also be provided directly to the public via whatever means available including posting of public information on the Regional Public Information Network web site (RPIN.org) and the use other telecommunication applications.

Information will be provided to employees via email, phone contact, in person delivery, and other methods as available and appropriate as directed by the Executive's Communications Director.

The KC JIC will continue to provide information support throughout the recovery period. This may include instructions on how to apply for federal disaster assistance programs administered by the state.

#### **D. Prevention & Preparedness Activities**

All primary and support agencies will ensure that personnel and equipment are protected from the effects of disasters by complying with Section V, Incident Management Actions of the Basic Plan, and that appropriate emergency procedures and operating plans address and comply with local, state, and federal response and recovery guidelines.

Our ability to respond in a timely and coordinated manner to a regional emergency will require advance planning, mutual training, and reinforced communications among agencies.

#### **E. Response & Recovery Activities**

All response and recovery activities are detailed in department/division procedures and Standard Operating Procedures and Guidelines, and appropriate state and federal recovery guidelines.

### **V. RESPONSIBILITIES**

#### **A. Primary Agency**

##### **The Office of Emergency Management shall:**

- Organize and coordinate the disaster public information efforts for King County to include the preparation and maintenance of the KC JIC.
- Conduct training for County department personnel who would be called upon to staff the KC JIC during disasters.
- Establish and coordinate procedures and the use of a King County JIS during emergencies and disasters.

#### **B. Support Agencies**

##### **The County Executive's Communications Director shall:**

- Provide King County Government specific information to King County employees before, during and after disasters.
- Support the KC JIC by directing King County Department PIOs to staff the KC JIC as requested.

- Coordinated King County employee and public messaging with the KC JIC when activated for disasters.

**All County departments shall:**

- Provide PIO staff to the JIC when requested by the Executive's Communications Director.
- Support department PIO participation in training and exercises involving the KC JIC operations.

**VI. RESOURCE REQUIREMENTS**

The KC JIC is established at the KC ECC. Alternate sites will be identified as needed based on a specific incident.

**VII. REFERENCES**

King County Joint Information Center Procedures Manual

**VIII. TERMS & DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms

**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 20  
STATE AND FEDERAL SUPPORT**

**PRIMARY AGENCY:** King County Office of Emergency Management (OEM)

**SUPPORT AGENCIES:** Washington State Military Department  
Washington State Emergency Management Division (EMD)  
Washington National Guard  
Washington State Department of Transportation (WSDOT)  
Washington State Department of Health (WADOH)  
Washington State Department of Ecology (WADOE)  
Federal Emergency Management Agency (FEMA)  
Department of Homeland Security (DHS)  
US Bureau of Alcohol, Tobacco and Firearms (ATF)  
US Small Business Administration (SBA)  
US Department of Agriculture  
US Environmental Protection Agency (EPA)  
US Social Security Administration  
US Department of Veterans Affairs  
US General Services Administration  
US Department of Commerce, Economic Development  
Administration  
US Department of Defense / US Army Corps of Engineers  
US Department of Transportation, Federal Highway  
Administration  
US Department of Health and Human Services  
US Department of Interior  
US Internal Revenue Service  
US Department of Housing and Urban Development (HUD)  
US Department of the Treasury  
US Department of Labor

**I. INTRODUCTION**

**A. Purpose**

The purpose of this Emergency Support Function (ESF) is to identify roles and responsibilities involved with how Washington State and the Federal Government will provide support to King County during all phases of emergency management.

**B. Scope**

This ESF provides a general overview of select state and federal agencies that could provide support to King County. For specific information on how support will be provided by state and federal agencies, refer to the respective plans and procedures of the agencies.

**II. POLICIES**

- It is the policy of King County government that locally elected government officials will remain in control during all emergencies and disasters.
- There are provisions under state and federal law where the state or federal government could assume the direction and control of county level functions should there be a total breakdown of county government.

**IX. III. SITUATION**

**A. Emergency/Disaster Conditions and Hazards**

See the King County Comprehensive Emergency Management Plan (CEMP)- Basic Plan and the King County's Hazard Identification and Vulnerability Analysis (HIVA).

**B. Planning Assumptions**

- State and federal governments will support King County disaster response efforts when requested.
- When there is a wide spread disaster that impacts a significant portion of the state or country, it could take three days (or possibly longer) before significant state or federal resources arrive to assist King County.
- King County government departments and King County jurisdictions are encouraged to plan for continuity of operations and continuity of government services. If adequate continuity of government planning is accomplished and procedures are followed, it is assumed that there will be less need for state or federal officials to assume county government roles and responsibilities.

## **IV. CONCEPT OF OPERATIONS**

### **A. General**

Each county, city or town is required by state law (RCW 38.52) to have or contract for an active and ongoing emergency management program. It is the responsibility of King County government and individual municipalities to provide for the safety and welfare of their residents and their collective economic well-being.

During all phases of emergency management, governments will work in partnership with one another, and members of the private and nonprofit sectors to prepare constituencies for emergencies and disasters.

### **D. Organization**

- King County is responsible for providing emergency management services to unincorporated areas of the county, and for coordinating the support of King County cities on a regional basis.
- There are two federally recognized tribes in King County (Muckleshoot and Snoqualmie Tribes) that, as sovereign tribal nations, have authority to request assistance directly from King County government, Washington State or the Federal government.
- King County is divided into three fire/emergency response zones (see the King County CEMP-Basic Plan, Concept of Operations and Figure 3).

### **C. Procedures**

- During response and recovery operations, cities are expected to exhaust all their locally available governmental and private resources within their jurisdiction and their fire/emergency zone before requesting assistance from King County government and the King County Emergency Coordination Center (ECC).
- King County government will exhaust known governmental and private resources before requesting support from the state.
- When a disaster or emergency happens, the King County ECC will request a mission number from the Washington EMD.
- Any resource requests will be requested through the WA EMD, or the Washington Emergency Operations Center (EOC) if activated, as detailed in the King County CEMP, ESF 7-Resource Support.



- Depending on the severity of the disaster and if the governor has forwarded a request for a presidential declaration, a mission assignment for state or federal aid and assistance may be requested.
- Liaison positions will be established in the King County ECC for state and federal liaisons.

#### **D. Mitigation Activities**

The state administers a federally funded mitigation program following each disaster. Funds are allocated to individual local jurisdictions on a competitive basis.

Following a disaster, FEMA administers a mitigation program that funds projects that will mitigate disasters of a similar nature in the future. This program is administered by the State of Washington following federal criteria.

#### **X. Preparedness Activities**

Washington State Emergency Management Division (EMD) provides planning, training, public education and exercise assistance to local jurisdictions at the local jurisdictional and county level. EMD works in cooperation with the Federal Emergency Management Agency (FEMA) to provide training classes throughout the state. EMD also administers state and local grants, and federal funding for the County's and local emergency management programs (EMPG, SHSP, UASI, and others).

FEMA provides funding to support planning, training and exercising at the county level. These funds are provided to and administered by the state. FEMA also operates a national training facility, the Emergency Management Institute (EMI). This institute provides a variety of training to governmental personnel at the state and local level. Technical assistance is also available from FEMA for assistance with specific hazards or communications equipment.

#### **E. Response Activities**

The Washington State EMD operates the Washington State Emergency Operations Center (EOC). This includes the operation of a 24-hour Duty Officer position that provides for early warning and information dissemination to local jurisdictions and state agencies. When activated for disasters, the State EOC provides information, situational reports and updates, and support to local jurisdictions and tribes, and accumulates damage assessment data from counties and state agencies. After collecting and analyzing the data, the WA EOC makes recommendations to the Governor regarding response and recovery assistance needs. The Governor may proclaim a disaster to suspend normal contracting and

budgetary procedures. If the assistance required exceeds the state's resources, the Governor may request help from the federal government.

The federal government will initially begin operations to respond to a disaster from their FEMA Region X Regional Operations Center (ROC) located in Bothell, Washington. National level disaster teams may be dispatched from other areas of the country to assist with the regional damage assessment and response. A Joint Field Office (JFO) will be established jointly with the state at a location near the disaster area. The JFO will remain activated through the response effort and during the initial recovery period.

#### **F. Recovery Activities**

Washington State administers federally funded recovery programs. Some programs may be available without a presidential declaration of a disaster. Following a presidentially declared disaster, the state and federal government will jointly establish a Joint Field Office (JFO) from which they will temporarily operate to finish the response to a disaster and direct recovery efforts.

Recovery is a long-term process that may take years to fully accomplish. There are numerous federal programs that are available during emergencies or disasters. Some programs require a Presidential Disaster Declaration, other programs, such as the Small Business Administration and the Department of Agriculture, may make declarations under certain conditions.

### **V. RESPONSIBILITIES**

The listing below is not comprehensive in nature. Additional information can be found by contacting the federal department listed or referring to their specific publications.

#### **A. Primary Agency**

##### **King County Office of Emergency Management (OEM) shall:**

- Exhaust known governmental and private resources before requesting support from the state.
- When a disaster or emergency happens, request a mission number from the Washington EMD.
- Any resource requests will be requested through the WA EMD, or the Washington Emergency Operations Center (EOC) if activated, as detailed in the King County CEMP, ESF 7-Resource Support.

- Depending on the severity of the disaster and if the governor has forwarded a request for a presidential declaration, a mission assignment for state or federal aid and assistance may be requested.
- Establish Liaison positions in the King County ECC for state and federal liaisons.
- Collect Individual and Public Damage Assessment information for reporting to the WA EMD.
- Serve as the King County Applicant Agent for public assistance if thresholds are met (see ESF 14-Long-Term Recovery and Mitigation).

## **B. Support Agencies**

### **Washington State**

Emergency management in Washington State is assigned to the Washington State Military Department, Emergency Management Division. This is a separate and distinct civilian division that is not under the Washington State National Guard.

#### Washington National Guard

- National Guard Resources are available after local resources have been committed. Prior to making National Guard resources available, the state will explore use of other available resources at its disposal.
- Resources available through the National Guard include: limited mass feeding, mobile/fixed communications, delivery of supplies, security and quarantine of shelter sites, emergency shelter, limited electrical power, limited medical supplies, aerial reconnaissance, and limited potable water.
- The National Guard is called to active duty by the Governor acting as Commander in Chief. The state pays for non-appropriated costs. National Guard resources are coordinated through the Washington State EOC.

#### Washington State Department of Transportation

- Supports repair of state and interstate roads, and the ferry system in Washington State.

#### Washington State Department of Ecology

- The State through the Washington State Department of Ecology may provide cleanup funds for hazardous materials spills where the responsible party cannot be identified or is fiscally unable to effect cleanup of a release (see ESF 10-Oil and Hazardous Materials).

#### Washington State Department of Health

- Lead agency in Washington State for evaluating and certifying re-entry of a population to a radiologically contaminated area.

- Can acquire federal resources without a state proclamation.

### **Federal Government**

The Federal Emergency Management Agency (FEMA) is the federal agency charged with coordinating the emergency management function in the federal government. The Department of Homeland Security is also involved in preparedness and prevention activities and grant allocation. Additional services in recovery may be provided by the agencies listed below:

#### Federal Recovery Assistance

- See FEMA 229(4), Disaster Assistance
- Federal agencies are prohibited by law from rendering assistance in duplication of assistance provided under insurance or by another federal agency.
- Assistance is available through toll-free registration or facilitated at Disaster Recovery Centers (DRC)
- Location of a DRC is coordinated with the King County ECC.

#### US Small Business Administration (SBA)

- *Economic Injury Loans* for working capital to small businesses and agricultural cooperatives.
- *Physical Disaster Loans* for business losses of machinery, equipment or real estate. Physical Disaster Loans for individuals are available for real estate replacement or repair and for personal property.

#### US Department of Agriculture

- *Loans* and technical assistance for family farmers' and ranchers' losses.
- *Water Assistance Grants* are available for obtaining potable water that meets the Safe Drinking Water Act standards.
- *Emergency Watershed Protection* funds and assistance is available to individuals to install or repair soil conservation structures.
- *Animals: Emergency Hay and Grazing and Livestock Feed Program* assist farmers.
- *Business and Industrial Loans* are also guaranteed under USDA provisions.
- *Farm Operating Loans* are available for well drilling, farm supplies and livestock and needed improvements.
- *Food Distribution* donates USDA purchased foodstuffs for school children, certain charitable agencies, and the elderly and elderly tribal nutrition programs on tribal reservations.
- *Food Stamps* are provided to low-income households on a temporary or extended term based on income level.
- *Catastrophic Risk Protection* for crop damages.

- *Water and Waste Water Disposal Loans and Grants* are available for communities of 10,000 or less.

#### US Environmental Protection Agency (EPA)

- *Water Pollution Control* grants are available for prevention and control of surface water and ground water pollution.
- *CERCLA* funds are available for cleanup of hazardous materials sites.
- *LGR* (local Government Response) funds are available to local governments for recovery of hazardous materials response expenses.
- The US EPA is also the lead agency for contaminated debris management

#### US Social Security Administration

- Provides survivor benefits and assists with lost checks and pending claims.

#### US Department of Veteran Affairs

- Provides direct loans to veterans for housing of disabled vets with disaster needs.

#### US General Services Administration

- Sale, exchange or donation of property and goods benefiting state and local governments, public health organizations and services for the homeless.

### **Public Sector Recovery Programs**

- *Community Disaster Loan Program* for local governments with severe losses in tax base and other revenue from disasters.
- *Hazard Mitigation Grants and Public Assistance Program* for local governments and certain private non-profit organizations to repair or replace damaged structures, utilities, roads and bridges, water control facilities and recreational facilities. Funds are often available for debris clearance from public areas and for emergency measures. Grants are split 75% federal and 25% State and local funding.

### **FEMA Individual Assistance**

- *Cora C. Brown Fund* broad relief for individuals, Historic Site Repair and restoration.
- *Disaster Housing Program* provides transient accommodation reimbursement for short-term housing, home repairs, and mortgage and rental assistance.
- *Individual and Family Grants* up to \$12,900 where other sources of assistance are exhausted.
- *Legal Services* for disaster victims including referrals and insurance claims assistance.

US Department of Commerce, Economic Development Administration

- Several programs are available for technical assistance and grants to help communities recover economically from the impact of natural disasters.
- The Fisheries Act of 1986 provides formula grants through NOAA for restoration of resources damaged by a natural disaster.

US Department of Defense / US Army Corps of Engineers

- *Beach Erosion Control* includes 50/50 grants to control beach and shore erosion
- *Flood Control Works* rehabilitation from wind, flood, wave or water action.
- *Watercourse Navigation: Protection and Clearing* grants are available to remove obstructions from waterways for navigation or flood control.
- When requested by the governor, the Chief of Engineers is authorized to provide emergency potable water.
- Following major disasters, USACE may perform emergency work on public and private land, clear debris and provide temporary housing for disaster victims.

US Department of Transportation, Federal Highway Administration

- *Emergency Relief Program*: Federal-aid road damages are 100% covered if repairs are done within 180 days of the disaster.
- *Airport Improvement Program* for runways, aprons and taxiways.

US Department of Health and Human Services

- *Community Services Block Grants*: Provides meal services, legal assistance for seniors, formula grants to assist low income persons find employment, make living arrangement, and provide nutritious foods.

US Department of Interior

- *Conservation Grants* are available for habitat restoration and enhancement, purchase of and development of recreation areas and to assist farmers to perform control of wind erosion, floods and other natural disasters.

US Internal Revenue Service

- The federal tax code provides for the limited deductibility of losses from current income.
- Qualifying expenses and losses in excess of 10% of the AGI (adjusted gross income) may be applied. Losses in excess of \$3000 may be carried over to following years until exhausted.
- Taxpayers may prepare an amended return for the prior year and receive a refund rather than wait to claim the disaster loss on the current year's tax return.
- Information is usually provided via 1-800 number (phone) or representative in the local DAC.

- Taxpayers may receive copies of previous returns and documentation.

US Department of Housing and Urban Development (HUD)

- *Community Development Block Grants* provides long-term reconstruction, rehabilitation or acquisition of damaged properties including debris clearance and demolition. May be used along with FEMA and SBA assistance.
- *The Home Investment Partnerships Program* provides permanent housing for low-income homeowners or renters in large cities and urban counties.
- HUD may provide temporary, rental housing from listed sales inventory.

US Department of the Treasury

- *Savings Bond Replacement* is available for documents lost due to major disasters or emergencies under the Stafford Act.

US Department of Labor

- Finances the creation of temporary jobs for displaced workers as well as re-training when permanently displaced.
- *Disaster Unemployment Assistance*, individuals are eligible for unemployment benefits when left jobless by a disaster, and may also be available to self-employed individuals.

US Bureau of Alcohol, Tobacco and Firearms

- Will provide forms to retailers and food establishments for tax refunds on damaged inventories.
- Will provide procedures for safe disposal of damaged inventories.

## **VII. REFERENCES**

- King County Hazard Identification and Vulnerability Assessment
- The National Response Framework
- Washington State Comprehensive Emergency Management Plan

## **VIII. TERMS AND DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms

**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN  
EMERGENCY SUPPORT FUNCTION (ESF) 30  
RAPID IMPACT ASSESSMENT**

**PRIMARY AGENCY:** King County Office of Emergency Management (OEM)

**SUPPORT AGENCIES:** King County Assessor  
American Red Cross  
Washington State Emergency Management Division (EMD)  
Federal Emergency Management Agency (FEMA)  
Private Nonprofit Organizations

**I. INTRODUCTION**

**A. Purpose**

The purpose of this ESF is to establish uniform policies for King County government to conduct rapid impact assessment of damages resulting from natural or technological disasters.

**B. Scope**

Disasters cause injury or death to individuals and damage to property, the environment, businesses, nonprofit entities, and to government-owned assets. Damage information is collected for a number of reasons including to:

- 1) drive the response decision,
- 2) determine eligibility to federal disaster aid,
- 3) verify the damage at individual sites; and
- 4) gather information needed to build a long term recovery strategy.

To determine a priority of response efforts, Rapid Impact Assessment (RIA) must be promptly carried out to provide the King County ECC information on life safety threats, major problems, the status of lifelines, essential facilities, imminent hazards, access routes, and to determine the extent of damage King County departments and agencies have incurred and ability to return to operational functioning.

A more quantified damage assessment process is then conducted to determine eligibility for various forms of disaster aid; this process is called Preliminary Damage Assessment (PDA) and to assist in recovery planning.



Combined Verification includes a detailed inspection of individual sites by specialized personnel and is a procedure established by FEMA to qualify for various recovery programs.

## **II. POLICIES**

Rapid Impact Assessment (RIA) can be activated following any disaster or incident where disaster intelligence is needed. RIA involves teamwork among personnel from law enforcement, fire, public works, utilities, transit, and other agencies within and outside of King County government. Secondly, the media, volunteer organizations, businesses and industry, and residents can contribute to this process.

FEMA policies mandate that damage from disaster incidents and federal aid and assistance are organized within county boundaries and must be approved. Even when the effect of an incident is as profound as to be readily apparent that the county will qualify for federal disaster relief, a Preliminary Damage Assessment (PDA) must be completed.

King County OEM will distribute PDA forms to public jurisdictions within the county, as well as providing residents and businesses with “hotline telephone numbers” and online forms (if available) to report damage and register with FEMA. Once jurisdictions have completed their PDAs, they will forward them to KC OEM, who will subtotal and transmit to Washington State EMD, to assist the state in determining if a Presidential Declaration is warranted.

If the PDAs ultimately lead to a Presidential Declaration of Disaster authorizing “Public Assistance,” then detailed Project Worksheets [previously titled Damage Survey Reports (DSRs)] of public sector damages will be completed by public and other qualifying agencies. Other inspectors survey damages suffered by individuals and businesses if “Individual Assistance” is authorized. These activities are coordinated through the King County Office of Emergency Management.

## **III. SITUATION**

### **A. Emergency/Disaster Conditions and Hazards**

See the King County Comprehensive Emergency Management Plan (CEMP), Basic Plan.

## **B. Planning Assumptions**

- An emergency or disaster has occurred, causing damage that requires an initial rapid impact assessment that will be followed by a thorough damage assessment.
- King County government, cities and special purpose districts will support both assessment activities.
- Damage assessment information for businesses and residents will initially be reported to the King County ECC through E-mail or by using the online form, or the phone bank “hotline,” or other formats as needed, and later through the FEMA registration process.

## **IV. CONCEPT OF OPERATIONS**

### **A. General**

Rapid Impact Assessment (RIA) is a process that is used to quickly capture the degree that the incident has challenged the community. The goals of an RIA are to assess:

- 1) Boundaries of the disaster area
- 2) Social, economic and environmental impacts
- 3) Assessment of jurisdictions impacted
- 4) Status of transportation routes
- 5) Status of communication systems
- 6) Access points to the disaster
- 7) Status of operating facilities and critical facilities
- 8) Hazard specific information
- 9) Weather data
- 10) Status of key personnel
- 11) Resource shortfalls
- 12) Priorities for response
- 13) Status of upcoming activities
- 14) Historical information
- 15) Endangered Species Act impact
16. Status of lifeline networks

The RIA will steer initial response activities. As the incident unfolds, the goal of damage assessment may shift toward making the case for a Presidential Disaster Declaration. Finally, the damage assessment guides the development of a recovery strategy. To facilitate the receipt of more comprehensive damage information, a damage information hot line (phone bank) and/or online reporting tool may be set up and staffed by the King County ECC. If it appears that the county may meet the

threshold for federal disaster assistance, the King County Office of Emergency Management will complete a formal Preliminary Damage Assessment (PDA),.

The Preliminary Damage Assessments (PDAs) are tools used, in part, to determine the county's eligibility for disaster assistance. At this stage, county personnel accompany state and federal inspectors through damaged areas. Based largely on these assessments, the King County Executive may ask that the Governor seek federal disaster assistance.

## **B. Organization**

The King County Emergency Coordination Center (ECC) will shift from response activities to recovery activities including RIA and PDA. King County departments will provide information on their rapid impact assessments to the King County ECC.

King County Departments with operational functions will have to adapt their information management systems so they can accommodate expanded communication lines, screen and synthesize complex or incomplete information, and provide timely reports in pre-determined formats to the King County ECC.

## **C. Procedures**

Following a disaster incident, each King County department, agency and organizational element will need to do the following in line with their COOP/COG plan:

- Inventory and tally key personnel necessary to complete the essential functions of the organization.
- Survey buildings and worksites to determine capability of returning to essential functioning.
- Assess capability of returning to complete essential functioning.
- Determine necessary resources needed to return to essential capacities addressed in COOP/COG plans.
- Report essential capacities and resource requirements to management staff and to King County Emergency Coordination Center.

## **D. Mitigation Activities**

All King County departments will reduce the effects of disasters by providing safe work environments for their staff members, to include seismic tie-downs, emergency supplies, and selected operational training as mandated by each department's procedures.

## **E. Preparedness/Response Activities**

All King County departments will ensure that appropriate staff are identified, trained, and provided appropriate support to prepare each department to respond to emergencies and disasters. Primary documents are the King County Comprehensive Emergency Management Plan and department plans and procedures.

## **F. Recovery Activities**

All King County departments will develop a Recovery Plan and a Rapid Impact Assessment process, identify, train and provide appropriate support to selected staff in order to perform damage assessment, manage recovery projects, including documentation and costs, and return each department to normal operations.

# **V. RESPONSIBILITIES**

## **A. Primary Agency**

### **Department of Executive Services, Office of Emergency Management (OEM):**

- Coordinate the Public Damage Assessment information collection, evaluation, and dissemination of damage assessment information from County departments, cities, and special purpose districts.
- Forward PDA information to the Washington State Emergency Management Division (EMD).
- Coordinate the collection, evaluation and dissemination of damage assessment information from residents and the business community.
- Forward Individual Damage Assessment information to the Washington State Emergency Management Division (EMD).

## **B. All Support Agencies**

- Perform rapid impact assessment and damage assessment tasks in support of this ESF.
- Evaluate staffing and operational capabilities and damage to real property and utilities and report this information to the King County ECC in a timely manner.

### **King County Assessor**

- Estimate the value of damage to real property and utilities and the tax impacts on damage to public and private property and business interruption.

**Seattle-King Chapter of the American Red Cross**

- Conduct Red Cross ‘windshield survey’ damage assessment of residential structures in the affected area and report this information to the King County ECC.

**VI. RESOURCE REQUIREMENTS**

Resource needs include, transportation, communication equipment, personnel, information tracking systems, and other resources as identified in an incident.

**VII. REFERENCES**

- Rapid Assessment Resource Guide, RG 250.7 (B)
- King County Comprehensive Emergency Management Plan, Basic Plan & ESF 14
- Washington State Comprehensive Emergency Management Plan (CEMP)

**VIII. TERMS & DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms

**KING COUNTY, WASHINGTON  
EMERGENCY MANAGEMENT PLAN**

**XI. MASS EVACUATION INCIDENT ANNEX**

**PRIMARY AGENCY:** King County Sheriff's Office

**SUPPORT AGENCIES:** King County Office of Emergency Management  
King County Executive  
King County Department of Transportation  
Public Health-Seattle and King County  
King County Department of Development and Environmental Services  
King County Department of Executive Services (Facilities Management Division)  
King County Department of Natural Resources & Parks  
All King County Government agencies  
911 Dispatch Agencies for First Responders  
Fire Service Agencies  
Municipalities  
City, County and State Transportation Departments  
US Coast Guard  
Washington State EMD  
Washington State Patrol  
Washington State Department of Health  
King County Utility Special Purpose Districts and Industry  
King County School Districts  
American Red Cross  
Salvation Army  
Harborview Hospital  
Other Agencies and Entities

**I. INTRODUCTION**

**A. Purpose**

This annex is intended to assist King County Government, and other governmental agencies, businesses, and first responders in planning, preparing for and conducting evacuations impacting communities in unincorporated King County. In accordance with RCW 38.52, cities, townships, and counties are responsible for the evacuation of their own residents. However, mass

evacuations require a multi-agency, multi-discipline planning and unified incident command in order to be conducted effectively. Mutual aid is critical for the successful planning and execution of evacuations in King County.

Evacuations may result from naturally occurring incidents such as earthquakes, mudslides, health related incidents, flooding, volcanic activity, fires or from industrial accidents, dam failure, terrorism, or illegal activities like drug labs and waste dumping. Protection of populations by sheltering in place as well as the traditional movement of people are considered.

## **B. Scope**

The scope of this annex includes King County Government's departments, particularly the King County Sheriff's Office as lead King County agency, King County Department of Transportation (KCDOT), Natural Resources and Parks (KCDNRP), and Department of Executive Service (DES) as the main supporting county agencies. This annex focuses on evacuations in unincorporated King County areas and cities contracting for services provided by King County Government.

This annex is intended to be coordinated with other local, state, and federal plans, should the incident require inter-jurisdictional coordination. In addition to the contents of this annex, refer to King County CEMP and its ESFs and annexes for additional information.

## **II. POLICIES & AUTHORITIES**

### **A. Policies**

Response agencies and municipalities in King County are required by RCW 38.52 to maintain their own comprehensive emergency management plans (CEMPs) for incidents requiring Evacuation or Shelter in Place. These plans and annexes have differences primarily in the jurisdictional area covered and the detail/scope of the contents. Under the Emergency Powers granted the King County Executive for Proclaimed Emergencies (K.K.C. 12.52), evacuations may be directed. Usually, these evacuations would affect only areas of unincorporated King County. In situations requiring routine evacuations, the fire, police or other incident commanders

may call for the evacuation of a limited area. Usually, these involve relatively brief periods of time (less than overnight). Where an Emergency Operations/Coordination Center (EOC/ECC) has been activated, evacuations and associated resources should be coordinated with the EOC/ECC.

King County Governmental facilities are required to maintain evacuation plans under KCC 296-24-567. The content and scope of these plans is the obligation of the agency maintaining the facility.

## **B. Authorities**

### **Federal**

- Code of Federal Regulations Title 44, Part 205 and 205.16.
- Public Law 920, Federal Civil Defense Act of 1950, as amended.
- Public Law 100-707, Robert T. Stafford Disaster Relief and Emergency Assistance Act.
- Public Law 93-288, Disaster Relief Act of 1974, as amended.
- Public Law 96-342, Improved Civil Defense 1980.
- Public Law 99-499, Superfund Amendments and Reauthorization Act (SARA) of 1986, Title III, Emergency Planning Community Right-to-Know Act (EPCRA).
- Public Law 105-19, Volunteer Protection Act of 1997.
- Homeland Security Act of 2002.
- Homeland Security Presidential Directive/HSPD-5.
- Homeland Security Presidential Directive/HSPD-8.
- National Response Plan of 2004, with Notice of Change amendments from 2006.
- Pets Evacuation and Transportation Standards Act of 2006.
- Americans with Disabilities Act (ADA).
- Pets Evacuation and Transportation Standards Act of 2006

### **State of Washington**

- Chapter 38.52 Revised Code of Washington (RCW), Emergency Management.
- Chapter 38.08, RCW, Powers and Duties of Governor.
- Chapter 38.12, RCW, Militia Officers.
- Chapter 38.54, RCW, Fire Mobilization.
- Chapter 35.33.081 and 35.33.101, RCW, as amended.



- Chapter 34.05, RCW, Administrative Procedures Act.
- Chapter 43.06, RCW, Governor's Emergency Powers.
- Chapter 43.105, RCW, Washington State Information Services Board (ISB).
- Chapter 118-04, Washington Administrative Code (WAC), Emergency Worker Program.
- Title 118, WAC, Military Department, Emergency Management.
- Washington State CEMP.

#### **Local**

- King County Code 12.52, Emergency Powers
- King County Code 2.56, Emergency Management
- King County Code 4.16.050, Emergency Purchases
- KCC 296-24-567, KC Facility Evacuation Plans
- Snohomish County Emergency Management Plan
- Regional Disaster Plan for Public and Private Organizations in King County
- King County OEM UASI Evacuation Template

### **III.PLANNING ASSUMPTIONS**

- Disasters and evacuations occur with little or no warning. Earthquake predictions and weather forecasting are not developed enough to effectively assist emergency planners at this time.
- Current King County warning systems may not reach all of the population to be warned.
- First responder teams may not be available to conduct door to door evacuation notifications
- Evacuation is normally a multiple jurisdiction activity.
- ICS will be used to manage evacuation activities and phases at all levels.
- The King County OEM UASI Evacuation Template will be used in planning and conducting evacuations by King County Government.
- Evacuations may be spontaneous, without government control.
- Some residents will not evacuate regardless of the hazards.

Planning for evacuations must include special needs populations, pets, service animals, and livestock.

## **IV. CONCEPT OF OPERATIONS**

### **A. Situation: Emergency/Disaster Conditions and Hazards**

The presence of the deep-water harbor in Seattle and Seattle's exposure to the Pacific Rim makes it a natural location for a major city. A mild climate and natural resources attracted an initial population that itself became a resource of available skilled labor. Transportation of people and goods is hampered by the many rivers and lakes in King County. Mountains restrict movement of people and goods from eastern to western Washington. The climate of the northwest results in heavy rain at lower elevations and snow at higher elevations during the fall, winter, and spring. This precipitation results in regular flooding in the river basins and low-lying areas. Other challenges exist for accommodating transient populations, pets, and non-English speaking populations.

People in King County are vulnerable to the effects of the following possible natural and technological incidents: Hazardous Materials releases, Flooding, Terrorism and Illegal Activities, Volcanic and Earthquake Activity, Urban/Wild land Interface Fires, Health Emergencies, and Dam Failures. For more information on these vulnerabilities see: King County Hazard Identification and Vulnerability Analysis (2005).

In King County, warning the public of evacuations is limited to: door to door notifications, short range radio and TV/Cable stations, a few highway advisory radio systems and signage, the Emergency Alert System (EAS), a few county and city owned warning systems (MyStateUSA, Code Red, Reverse 911), and commercial media. The method of warning is governed by the personnel available, the challenge of communicating in multiple languages, the time available, and the safety of the personnel making the announcement. King County Office of Emergency Management (KC OEM) is one of three agencies in King County with authority to activate and use the EAS. The Emergency Alert System is designed to warn people in King County of an imminent threat to life safety. It is not designed for repeating or updating information regarding an incident.

## **B. General**

### **Local Response**

The type of incident, the geographic scope of the incident, and the resources available will determine local response. Any agency listed in this annex may initiate an evacuation in the interest of public safety. If the incident is small and local in nature, the local fire, police or other official may recommend a limited evacuation and request resources directly through the 911 dispatch agency operating on behalf of the jurisdiction. Mutual aid may also be affected for larger emergencies or disasters. When multiple agencies and/or multiple jurisdictions are involved, emergency management organizations and emergency operations/coordination centers (EOC/ECCs) may be activated. If this is the case, resources may be coordinated and accounted for by the city, county or state at the appropriate EOC/ECC.

In the event of a healthcare facility evacuation, PHSKC, through the Health and Medical Area Command, will provide medical resource support and coordinate information as needed with the other healthcare organizations, patient families, emergency response agencies and the public.

### **Washington State Response**

Where local (city and county) resources are exhausted, the State of Washington may provide assistance to local authorities for large-scale evacuations. This may involve the Washington State Patrol, National Guard, Washington State Health officials, and members of other State agencies, as determined by the Washington State EOC and requesting local authorities.

### **Federal Response**

With the exception of the United States Coast Guard, federal agencies are generally not directly involved in evacuations. Federal Agencies may be utilized in the recovery phase of an incident that involves evacuations. In limited circumstances, local military commanders may assist local authorities in evacuation efforts without a presidential disaster declaration.

## **C. Organization**

The King County Sheriff's Office (KCSO) is the lead agency in King County Government for evacuation oversight in unincorporated King County and its contracted cities. KCSO may elect

to set up an incident command post in the unincorporated area, or use the King County Emergency Coordination Center (ECC) in Renton or the Sheriffs Office Coordination Center. All King County departments will assist KCSO in support of an evacuation to include planning assistance depending on the unique elements of an evacuation incident. The King County ECC will assist KCSO by coordinating county resources for the evacuation. The organizational structure for the King County ECC is contained in the Basic Plan section of the KC CEMP.

### **C. Procedures**

The King County OEM UASI Evacuation Template will be used by evacuation planners to facilitate the development of an effective evacuation plan. Mutual aid resources from internal county jurisdictions (cities, special purpose districts), tribes, and private sector and Non Governmental Organizations (NGOs) will be utilized as required. When resources from outside the County are requested, or transportation of evacuees and long term sheltering are needed, mutual aid requests between contiguous counties will be activated, as well as a formal proclamation and request for assistance from the Washington State EOC. The activation of the King County ECC may include the involvement of a Joint Information Center (JIC) and the notification or involvement of the King County Executive.

### **D. Mitigation Activities**

Current activities include road and bridge seismic retrofits, the development of a lahar warning system on Mt. Rainier, purchase of flood plain areas, and flood proofing homes and businesses.

### **E. Preparedness Activities**

Preparedness efforts include a massive public education preparedness project (3 Days, 3 Ways) as well as the development of an evacuation template (guide) for local jurisdictions to develop their own evacuation annexes or plans. Additionally, mutual aid agreements with organizations capable of providing shelter to evacuees and stranded travelers are being developed. Preparedness efforts will include ongoing planning, training, and exercising of plans.

## **F. Response Activities**

Evacuations are cumbersome and time-consuming endeavors. They are resource and manpower intensive and may disrupt local commerce, transportation, governmental, and school activities. The official considering evacuation must choose between taking no action, evacuation, or shelter in place.

### **Shelter in Place:**

- Most commonly used during hazardous materials incidents or terrorist chemical attacks, where there may not be enough time or resources to move a population for a short duration incident.

### **Evacuations:**

- An Incident Commander (IC) makes the decision for evacuation of a population or shelter in place based on the disaster. The IC requests activation of the KC ECC and/or appropriate city EOCs to support the evacuation. The IC also notifies appropriate elected officials. [*Phase 1, KC OEM UASI Evacuation Template, Incident Analysis*].
- The IC initiates the warning of affected populations by appropriate methods available (EAS, MyStateUSA, Code Red, Reverse 911, media outlets, door to door teams, etc.) [*Phase 2, KC OEM UASI Evacuation Template, Warning*].
- At the same time that the warning phase is conducted, the incident command team or ECC/EOC is coordinating: The selection of a safe area to move impacted populations; defining evacuation routes to the safe area and assembly and triage points to enter and leave the evacuation routes; notifying jurisdictions and organizations that will receive or “pass through” evacuees; notifying support jurisdictions and organizations that will be responsible for movement support, sheltering, EMS, LE, Fire, ARC, PH, Hospitals, Utilities, etc. [*Phase 3, KC OEM UASI Evacuation Template, Preparation to Move*];
- Local departments of transportation supports road closures, fuel, and maintenance rest stops support along evacuation routes; provides barricades and transportation of evacuees with vehicles and drivers. [*Phase 4, Evacuation Template, Movement and En-Route Support*].
- The American Red Cross, cities, other non-governmental organization may provide shelters as needed [*Phase 5, KC OEM UASI Evacuation Template, Reception and Support*]
- Salvation Army and American Red Cross support local responders, shelters, evacuees [*Phase*

5, KC OEM UASI Evacuation Template, Reception and Support].

- Local Law Enforcement supports safe area security, road closures and shelters [Phase 5, KC OEM UASI Evacuation Template Reception and Support].
- Sheltered populations are accounted for and possibly, are reunited with others [Phase 5, KC OEM UASI Evacuation Template, Reception and Support]
- Evacuated areas may need to be cleared by appropriate officials before residents are allowed to return [Phase 6, KC OEM UASI Evacuation Template, Return].
- Evacuated populations must be notified of an “all clear” to return with planned phasing to reduce traffic congestion and accidents [Phase 6, KC OEM UASI Evacuation Template, Return].
- Evacuated populations may require transportation to return
- All agencies are responsible for their own facility evacuation procedures

#### **E. Recovery Activities**

See ESF 14 – Long-Term Community Recovery and Mitigation.

### **V. RESPONSIBILITIES**

The agencies and entities described in this section may be called upon to send a representative(s) to the KCSO Incident Command Post (ICP) or the King County Emergency Coordination Center (ECC) or other EOCs of municipalities for support of evacuations. The ICP, ECC or EOC is a focal point for coordination of response efforts and resources during evacuations caused by flooding, large earthquakes, or hazardous materials releases. The lead agency calling for evacuation usually makes recommendation for return to the area. The agency with responsibility for re-occupancy may be designated by law, as is the Public Health Department for clandestine lab evacuations and lifting of quarantines.

**Primary Agency for Evacuation Incidents:**

**King County Sheriff's Office may:**

- Ensure that KCSO IC coordinate with KC OEM duty officer to activate the King County ECC for support of the evacuation.
- Act as the Incident Commander (IC) when appropriate and at suspected or determined crime scenes.
- Provide, direct or command search and rescuer resources when appropriate.
- Assist with or call for an evacuation per Incident Command/Unusual Occurrence and/or Comprehensive Incident Management Plan.
- Activate the Sheriff's Coordination Center (SOCC) when required.
- Assist with warning and emergency information
- Investigate crime scenes and collect evidence
- Provide a representative to the Emergency Coordination Center as requested and if available
- Maintain evacuation plans for its own facilities
- Provide crowd and traffic control, site security, and emergency rescue/recovery.

**Support Agencies:**

**King County Office of Emergency Management shall:**

- Activate the KC ECC when notified by KCSO of the unincorporated area evacuation.
- Provide ECC planning, logistics, and Joint Information Center (JIC) support to the KCSO ICS structure for evacuation.
- Coordinate support for all six phases of evacuation as detailed by the KC OEM UASI Evacuation Template.
- Activate the Emergency Alert System (EAS) and MyStateUSA system as needed to warn residents of dangers requiring evacuations in time critical situations.
- Coordinate location of safe area(s) for evacuees to relocate.
- Coordinate safe evacuation routes, including assembly and release points from the unincorporated area of evacuation to the release point at the safe area.
- Support local coordination of short and long term shelter and feeding of evacuees.
- Support coordination of accounting for evacuees with families and friends.
- Support local coordination of resource support for field commanders
- Support the appropriate return of evacuees to their homes and businesses

- Contact affected jurisdictions for/with situation reports.
- Work with the Joint Information Center to inform the public.
- Coordinate with State EOC for evacuation resources as needed.

**King County Executive shall:**

Per Emergency Powers identified under K.C.C. 12.52:

- Order evacuations and curfews in areas of unincorporated King County as needed.

**King County Department of Transportation shall:**

- Provide transportation if resources are available, for evacuees to designated public shelters when requested by the King County ECC, King County Sheriff's Office, a fire agency in King County, the Seattle-King County Public Health Department, or municipality
- Provide transportation if resources are available to shelter occupants returning to the evacuated area once that area is deemed safe
- Coordinate and notify the King County ECC of the resources used, destination and number of people transported
- Coordinate the identification of safe evacuation routes through the King County ECC.
- Maintain evacuation plans for its own facilities
- Provide a representative to the King County ECC as requested

**Public Health-Seattle and King County shall:**

- Recommend evacuation of a population where health concerns are an issue
- Recommend quarantine of a population due to health related emergencies
- Recommend re-occupancy of structures evacuated due to health issues
- Communicate recommendations to the King County ECC, Public Information Officer (PIO) and King County Executive as appropriate
- Coordinate transportation arrangements for individuals under client care who require Access Van support or have special transportation needs evacuating
- Maintain evacuation plans for its own facilities



**King County Department of Development and Environmental Services shall:**

- Coordinate the inspection of buildings for structural integrity
- Tag unsafe buildings as appropriate or call for their evacuation
- Recommend evacuation where structural safety is an issue
- Coordinate security of affected areas with the King County ECC
- Maintain evacuation plans for its own facilities

**King County Department of Executive Services, Facility Management Division shall:**

- Inspect or coordinate the inspection of King County Governmental Structures for safe occupancy
- Communicate the status of King County Government owned or leased buildings to the King County ECC
- Make evacuation recommendations to occupants
- Maintain evacuation plans for its own facilities

**King County Department of Natural Resources & Parks shall:**

- Assist in providing for the mass care and food and water needs of people displaced from their homes and living in King County shelters. (See ESF 6, Mass Care and ESF 11, Agriculture and Natural Resources)
- Make available County Park facilities, equipment, and personnel for general population emergency shelters in coordination with the American Red Cross and KC ECC. (See ESF 6, Mass Care and ESF 11, Agriculture and Natural Resources)
- Provide personnel and equipment to support emergency operations of other County Departments
- Provide assistance in dissemination of public information through the JIC
- Maintain evacuation plans for its own facilities

**Other King County Governmental Agencies shall:**

- Maintain evacuation plans for their own facility
- Communicate resource needs and building status to the Department Management
- Communicate resource needs and building status to the King County ECC
- Provide a representative to the King County ECC as requested

**911 Dispatch Agencies (Public Safety Answering Points or PSAPs) for First Responders shall:**

- Assist response agencies and EOCs in warning for evacuations
- Provide normal dispatch services for responder organizations

**Fire Service Agencies may:**

- Initiate evacuations or shelter in place where deemed necessary in coordination with KCSO and the KC ECC.
- Coordinate evacuation activities with the King County Emergency Coordination Center or municipal EOC as appropriate.
- Provide staffing for a unified command structure to coordinate evacuation of unincorporated King County residents.
- Provide support with Public Information Officers where appropriate.
- Perform decontamination at the scene when available and appropriate.
- Coordinate with EMS personnel.
- Request transportation as need for evacuees through the communications agency or ECC
- Request the opening of a shelter for displaced persons
- Provide a Fire Zone representative to the King County ECC for activations as requested

**Municipalities may:**

- Coordinate evacuation efforts within their jurisdiction
- Request assistance from adjacent jurisdictions and use mutual aid agreements
- Notify the King County ECC of the situation and coordinate assistance as needed
- Maintain evacuation plans for its own facilities
- Proclaim an emergency as appropriate
- Activate and/or evacuate the city EOC as needed

**City, County and State Transportation Departments may:**

- Provide transportation for evacuations
- Provide facilities for incident command posts if available

**The United States Coast Guard (USCG) may:**

- Request evacuation of a population within the USCG jurisdictional navigable waterways and surrounding shoreline areas.
- Assist with evacuation of populations when resources are available
- Communicate efforts and coordinate with the King County ECC as necessary

**Washington State Emergency Management Division (EMD) may:**

- Provide a functional EOC to provide State resources for the local evacuation
- Provide Joint Information Center support when requested.

**Washington State Patrol may:**

- Act as Incident Commander where designated by local ordinance
- Assist with or call for evacuation and site security for evacuations
- Provide crowd and traffic control, emergency aid
- Assist with warning and emergency information
- Investigate crime scenes and collect evidence
- Maintain evacuation plans for its own facilities
- Provide a representative to the Emergency Coordination Center as necessary

**Washington State Department of Health may:**

- Make recommendations on health or radiological related evacuations
- Provide technical assistance where possible
- Maintain evacuation plans for its own facilities

**King County Utility Special Purpose Districts and Industry may:**

- Communicate warning and notifications where prescribed by law
- Provide for timely evacuation and site security for their facilities
- Provide for worker training, safety, and shutdown of operations as needed
- Coordinate activities with emergency management when evacuations affect utilities
- Provide information to media
- Maintain and coordinate plans per law
- Provide a representative to the Emergency Coordination Center as requested

**King County School Districts may:**

- Provide transportation resources for evacuation if available
- Provide facilities for shelters if available

**The American Red Cross may:**

- Provide temporary housing and feeding facilities for displaced persons when requested by a fire commander, police commander, the King County ECC, or other representative of a political jurisdiction
- Provide information & financial assistance for essential immediate needs to evacuees
- Provide feeding stations for first responders
- Provide a representative to the King County Emergency Coordination Center as requested

**Salvation Army may:**

- Provide food service to responders and evacuees in coordination with the evacuation incident command structure.

**Harborview Hospital may:**

- Receive and treat evacuees needing acute medical attention
- Distribute patients to area hospitals based on the hospital's capabilities
- Maintain evacuation plans for its own facilities

**Other Agencies and Entities may:**

- Have volunteers register as emergency workers through their local emergency management authority in support of assigned missions associated with emergency response and recovery.

## **VI. RESOURCE REQUIREMENTS**

Resources required for evacuation may require transportation vehicles and drivers, a place to take evacuees (safe area, shelter), food and other accommodations, critical incident stress management and other human services, major or minor medical assistance, and interpreters, pet, livestock, and medically fragile population shelters.

## **VII. REFERENCES**

### **XII. King County**

King County Code 12.52 Emergency Powers

King County Hazards Identification and Vulnerability Analysis (HIVA), April 2001

King County Sheriff's Office Procedures Manual, February, 1996

King County Comprehensive Plan, Basic Plan and ESFs

## **VIII. TERMS AND DEFINITIONS**

See Appendix 1, Definitions and Appendix 2, Acronyms

**KING COUNTY, WASHINGTON**  
**EMERGENCY MANAGEMENT PLAN**  
**POST-DISASTER INTERIM HOUSING ANNEX**

**PRIMARY AGENCY:** King County Department of Community and Human Services (DCHS)  
*Community Services Division (CSD)*

**SUPPORT AGENCIES:** King County Office of Emergency Management (KC OEM)  
King County Department of Development and Environmental Services (DDES)  
Public Health Seattle & King County (PHSKC)  
American Red Cross (ARC)  
Volunteer Organizations Assisting in Disasters

## **I. INTRODUCTION**

### **A. Purpose**

This annex is intended to assist residents of the unincorporated areas of King County who are displaced from their home for an extended period of time due to a disaster, and to support the local jurisdictions of King County in assisting their residents with post-disaster housing needs.

The annex provides for coordination among local jurisdictions, DCHS and other agencies which may be able to assist residents with information and resources for the repair or replacement of a damaged home. The annex also addresses coordination among DDES and the King County cities, each of which will have primary responsibility for carrying out residential inspections within their respective jurisdictions, but who may be called upon to provide mutual assistance.

### **B. Scope**

This annex helps to coordinate the functions and tasks assigned to ESF-6 Mass Care, Emergency Assistance, Housing and Human Services and ESF -14 Long Term Recovery. The recovery effort for King County government in large disasters will be coordinated from the King County Emergency Coordination Center (ECC). King County DCHS has been designated as the primary agency in supporting post-disaster housing efforts. DCHS will bring other key housing partners, such as the King County Housing and Community Development Consortium and the King County Housing Authority, into the recovery process at the appropriate time.

King County has primary responsibility for the unincorporated areas of the County. Local jurisdictions have primary responsibility for addressing the post-disaster needs of their residents, with the understanding that aid and coordination from King County, Washington State, and the federal government will be forthcoming, as possible, when the resources of a local jurisdiction become overwhelmed.

DCHS and DDES will work with and assist residents of unincorporated King County and local jurisdictions, as possible, during and following disasters. King County DCHS will support DDES' role in managing residential inspections and damage assessment for the unincorporated areas. Both departments will work

with and assist local jurisdictions as fully as possible depending on the extent of disaster conditions. Federal and state assistance will be requested in the wake of a major disaster. Volunteer, nonprofit, and private resources will be mobilized to the extent feasible during this recovery phase.

## **II. POLICIES**

Incorporated jurisdictions will perform emergency management functions within their jurisdictional boundaries as mandated by RCW 38.52.070. A collaborative response by public, tribal, private, and nonprofit organizations will greatly benefit and facilitate the provision of interim post-shelter housing information and services, and housing assessment and repair throughout the King County region.

King County policy, as described in ESF 14, allows for the possibility of the County Executive waiving normal competitive bidding for certain services, and/or for postponing or expediting normal permitting process requirements. "All projects must comply with all applicable code requirements. A permit and inspection must be obtained as soon as possible after work has begun." The application for a permit is required no later than six months after the date of the emergency proclamation. (CEMP, ESF 14)

## **III. SITUATION**

### **A. Emergency/Disaster Conditions and Hazards**

King County is vulnerable to the natural and human-caused disasters detailed in the King County Hazard Identification and Vulnerability Analysis (HIVA). In recent history, damage to homes has been primarily due to severe flooding, and weather incidents, with a smaller number affected by earthquakes and landslides. The scale of these disasters has been relatively small. However, the imminent threat of a major flood as well as the location of King County in a major earthquake zone, require that we be prepared for an incident that could cause major damage to homes and displacement of residents.

Post-disaster housing needs could vary greatly depending on the type and extent of a disaster, its location (near or far from population centers), and the number of households whose homes become uninhabitable for shorter or longer periods of time.

Based on past disasters, planning estimates assume that 10 – 20% of displaced resident would seek access to shelters and may require assistance transitioning from shelters to interim housing. Other displaced residents may temporarily find shelter with families, friends, or in nearby hotels, but they may also require information and assistance in transitioning to interim housing. Wisdom from recent disasters suggests that within two to four weeks, residents should be transitioned out of temporary shelters, returned to their homes if possible, or if necessary, assisted in finding interim housing

In 2010 there were over 1.9 million residents in King County, and close to 800,000 households.

- By 2020, about 20% of the residents will be age 65 or older
- About 13% of residents over the age of five have some type of disability.
- Close to 25% of the population speak a language other than English at home. In some parts of the County 30% or more may have limited English proficiency.

24% of King County households (about 192,000) earn 50% of median household income or less. These residents have little safety net, and are likely to have few extra resources in the case of a

disaster affecting their home. It is also possible that employees and business owners at various income levels could experience interruption in their jobs and/or businesses, causing significant income loss.

Another 16% of households earn between 50% and 80% of median income. While they will have some personal resources, the loss of a home or job, and the need to repair a home could severely stress what few resources they have. Because these households are less likely to qualify for current federal, state and local assistance programs which target low-income, infirm, or special needs populations, it will be a particular challenge to find resources to assist them.

Roughly 60% of King County residents are homeowners, while about 40% are renters.<sup>1</sup> Moderate to upper income homeowners, as well as lower-income households, may be financially challenged as a result of the need to maintain mortgage payments, make repairs to damaged houses, and pay for interim rental housing.

In 2010, the apartment vacancy rate in King County is relatively high at around 6 percent, providing a possible source of interim housing for displaced households. However, these market conditions are unusual, and in the coming several years, the rental market could be much tighter, with fewer units actually available.

## **B. Planning Assumptions**

Disasters may have impacts that disrupt transportation, utilities, communications, medical systems, and food service systems. Plans will need to account for the possibility of failures and interruptions in these systems.

Cities and the general public will need to rely on their own resources and be locally self-sufficient in the initial post-disaster period, up to at least several days. Partnerships, information exchange, and communication will be essential to an organized, effective response to the immediate, interim and long-term housing needs of displaced residents, both among agencies and among local jurisdictions.

The help of private and non-profit agencies, and of volunteers who are properly documented, will be essential and welcome in the wake of a major disaster. Their effectiveness at the time of a disaster will depend on adequate pre-disaster planning, and on establishing clear lines of authority, communication, and coordination with the lead public agencies.

## **C. Other Planning Considerations**

- Special needs individuals will need to receive priority support from the appropriate agencies serving them.
- There is a significant percent of King County's population that speaks English "less than very well". Consequently, there will be a need for interpreters to adequately provide housing assistance and related services to some residents.
- It will take time and resources to inspect, confirm, and assess damage to residents post disaster.

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<sup>1</sup> In the 2006 – 2008 American Community Survey, 62% of households were owners and 38% were renters. This is higher than has historically been the case, and may change as some homeowners lose their homes due to the economic conditions in 2007 – 2010.



- Many residents will not be able to immediately return to their homes following a major incident.
- Some homes will be completely destroyed by the disaster incident.
- Weather forecasting and earthquake prediction are not developed enough to effectively assist emergency planners prior to a disaster.
- It is likely that funding for disaster recovery will not be timely enough, nor provide adequately for repairs and restoration of damaged homes.

#### **IV. CONCEPT OF OPERATIONS**

##### **A. General**

Funds administered by the DCHS' Housing and Community Development Program (HCD) for affordable housing, community infrastructure and housing repair support projects and programs in the unincorporated areas of King County as well as most other local jurisdictions outside the City of Seattle. DCHS/HCD administers a number of federal and local fund sources on behalf of an inter-jurisdictional consortium of the suburban cities in King County with one consortium that also includes the City of Seattle. In support of this structure for allocating such funds regionally, there is an inter-jurisdictional Joint Recommendations Committee that meets to recommend guidelines and awards to specific projects. DCHS/HCD does not administer any housing and community development funds that are available to be used solely for the unincorporated areas; consequently, coordination with the consortia cities and the Joint Recommendations Committee will be essential to the distribution of any of these funds, whether in unincorporated or incorporated areas of the county.

Only a Presidential Major Disaster Declaration results in making Federal Emergency Management Agency (FEMA) funds available for housing assistance. If there is a relatively low-level disaster that creates housing needs, but is not a presidentially- declared major disaster, federal assistance will be very limited.

##### **B. Organization**

King County Office of Emergency Management will have lead responsibility for setting up and managing temporary shelters. King County DDES, with the support of King County DCHS, will coordinate and assist with preliminary residential inspections and damage assessment. DCHS and DDES will provide informational resources on repair for residential buildings in order to expedite the safe return of as many households as possible to their homes within the first few weeks after a disaster. DCHS will coordinate with local jurisdictions, with public agencies such as King County Housing Authority, and with volunteer agencies which may be able to assist with minor home repairs. Some resources may be available through DCHS Housing and Community Development Home

Repair Program to assist income-eligible households with repair of their homes. DCHS will provide information to help displaced residents who cannot return to their homes within several weeks, to find interim housing.

## **V. RESPONSIBILITIES**

### **Primary Agency:**

**King County Department of Community and Human Services (DCHS)** shall:

- Inform and coordinate with King County Office of Emergency Management (OEM) in all phases of its pre-disaster planning and post-disaster implementation;
- Coordinate with DDES and support them in identifying personnel and resources available to coordinate and assist with initial inspections and housing damage assessment;
- Convene and staff the Post-Disaster Interim Housing Task Force, to provide a forum for coordination and agreement among agencies and King County cities in responding to housing needs in the case of a disaster;
- Coordinate with DDES in identifying resources available for minor and major home repair which will allow the maximum number of households to return to their homes speedily. This will include information regarding King County's Home Repair Program for income eligible households;
- Assist DDES in providing resources and information on housing repair or replacement available through public, nonprofit, volunteer, and private organizations;
- Undertake strategies to identify available interim rental housing, and to provide timely information to displaced households to assist them in accessing interim housing resources;
- Coordinate with OEM, shelter personnel and/or individual case managers in providing information to households on available interim housing, on housing repair resources, on financial assistance for housing needs, as available, and on resources for move-in transportation or furnishings, as available; and
- Coordinate with local jurisdictions in King County, and, in particular, with the King County Community Development Block Grant Program (CDBG), HOME and Regional Affordable Housing Program Consortia, staffed by the Housing and Community Development Program in DCHS, in planning for:
  - a. Local needs in a limited scale disaster, in which federal disaster funds are not available; and
  - b. Regional or larger scale disasters in which federal disaster funds are available, and King County and local jurisdictions will be called on to work with the federal government and provide mutual assistance to address the housing needs of affected residents.

**Support Agencies:**

**King County Office of Emergency Management (OEM) shall:**

- provide direction and support to DCHS and DDES in carrying out their duties to assist with housing inspection, repair, and interim housing;
- act as liaison with state and federal agencies insofar as they agree to provide assistance and/or financial resources to King County;
- if necessary, facilitate interactions between DCHS and other major agencies such as American Red Cross or case management providers who are active in the response/shelter phase, in order to assure the orderly transition of households from temporary housing back to their own safe homes or to interim housing;

**King County Department of Development and Environmental Services (DDES) shall:**

**Pre-Disaster**

- Update and maintain a list of non-DDES volunteers qualified to do inspections (structural engineers, architects, building officials), including maintenance of contact information for qualified building officials / inspectors in Seattle and in each of the suburban cities, for purposes of mutual assistance if one or more jurisdictions are overwhelmed, while others are minimally affected;
- Develop a plan for expedited, low-cost permits for houses needing repair in the post-disaster period, especially for minimal repairs that will allow households to return to their homes quickly; and
- Plan for DDES staff to lead a team focused on residential building inspections after a disaster, making use of volunteer inspectors if necessary.

**Post-Disaster**

It is understood that DDES may first need to address the inspection of certain public buildings and major facilities. However, because there is significant economic as well as humanitarian value in returning as many households to their own homes as quickly as possible, DDES agrees to:

- Activate a team dedicated to inspection of residential buildings in parallel with inspection of other types of buildings and facilities as soon as possible after a disaster;
- Carry out building inspections, including single family homes and multifamily residential buildings in Unincorporated King County;
- Determine if a building is “safe to occupy” for residential buildings as well as other buildings, and identify required repairs to be completed before a building will be designated “safe to occupy”;
- In the case of a mid to high-level disaster, at least one DDES staff shall provide the coordination/lead for a team of volunteer inspectors to undertake the residential building inspections within the unincorporated area, and to assist other jurisdictions as feasible;
- In conjunction with DCHS, provide information on qualified contractors and volunteer agencies who may be able to assist with minor home repair, and refer income-eligible households to the DCHS Housing Repair Program for minor and major repairs;

- Issue building permits for major repairs and rebuilding; and
- Be responsible for long term re-building issues. Provide information to residents on permitting, and on qualified contractors available for major home repair, demolition, and/or replacement of homes.

**Seattle and King County Public Health shall:**

- Provide environmental health inspections of damaged housing
- Coordinate provision of health services information for individuals with health/medical issues as they transition from shelters to interim or permanent housing.

**Local Jurisdictions** should take responsibility for the following activities:

**Pre-Disaster**

- Prepare a local emergency management plan that includes a plan for inspecting and determining the safety of existing homes, providing resources for minor home repairs, and assisting residents to find interim housing if they cannot return to their permanent homes within several weeks
- Provide information on homeowners and renters insurance to local residents to encourage them to maintain sufficient coverage, particularly for floods and earthquakes.
- Plan for expedited, low-cost home repair permits in the aftermath of a disaster
- If they choose, maintain a list of volunteer organizations which are qualified to lead/help with minor home repairs that they can supply this list directly to residents
- If they choose, develop and maintain their own list of qualified volunteer inspectors to help in the case of a disaster

**Post-Disaster**

- Inspect and assess the level of damage for all buildings in their jurisdiction
- Once essential public buildings have been inspected, residential buildings should take priority for determination of whether they are “safe to occupy”.
- Whenever possible, include a post-inspection list of what work would be needed to make the house habitable as quickly as possible.
- If feasible, have local home repair programs which can provide help with repairs directly from city or volunteer resources to qualifying households.
- Issue permits for home repairs in an efficient, low-cost manner.
- If a local jurisdiction is overwhelmed by the number of damaged buildings and homes, they may
  - make a resource request to King County OEM/ECC for inspectors.
  - refer residents to the appropriate call number or website to request assistance with home repairs.
- Coordinate their plans with King County post-disaster housing plans and with the King County Consortium, in order to plan for mutual assistance in the event of a disaster which overwhelms local resources;
- If mutually agreed upon, enter into a memorandum of understanding with King County and/or the KC Consortium as to mutual assistance and sharing of informational, staff, or financial resources in the case of an overwhelming regional disaster affecting housing;

**Mental Health, Chemical Abuse and Dependency Services Division of DCHS (MHCADSD) may:**

- In coordination with non-profit agencies and housing managers providing services to vulnerable individuals and households served by MHCADSD, assist with finding appropriate shelter and interim housing for their clients, and help them with the return to a permanent housing situation;
- Work with Seattle King County Public Health, with housing providers, and with other agencies serving their clients to coordinate and provide crisis counseling to vulnerable populations.

**DSHS/DDD Region IV may:**

- In coordination with public or non-profit agencies and housing managers who provide services to individuals and households with developmentally disabilities, assist with finding appropriate shelter and interim housing for their clients, and help them with the return to a permanent housing situation.

**American Red Cross (ARC) shall:**

- Within the limits of their mission, assist residents with basic needs and information that will help them transition from emergency shelters or other temporary housing to interim housing.

**Individual Households should:**

- Be prepared with supplies and communication plans for up to three days of emergency conditions in their homes during which they may not be able to access roads, utilities, telecommunications, public safety, food, water, or medical resources;
- Undertake initial measures to make their homes safe and habitable until further help is available;
- Evacuate their homes when suggested or required to do so by public authorities;
- Plan ahead with relatives and friends for mutual assistance with housing needs in case of a disaster;
- Maintain adequate insurance on their homes and belongings to cover floods and earthquakes as well as other disasters. If possible, maintain insurance or sufficient household savings to cover interim housing costs when displaced from their home;
- Be financially prepared to cover home repair costs not covered by insurance.

## **VI. RESOURCE REQUIREMENTS**

### The Financial Resource Landscape

Financial resources for housing are extremely limited at the County level. There are no funds currently set aside to assist with post-disaster housing. As described above, cities will be expected to bear the cost of minor disasters primarily affecting their own jurisdiction until their resources are overwhelmed.

The King County Consortium may choose to re-direct some of the housing and community development funds available to its member jurisdictions in the event of a major disaster, but even those funds will be somewhat limited, and unless waivers are obtained, they will be primarily available to low income and special needs households. The unincorporated areas and the local

jurisdictions represented in the Consortium will need to agree on how any available funds are distributed.

In the event of a major disaster, local jurisdictions and King County will need to apply for state and federal financial assistance. State funds are also limited by law to assisting low-income and “infirm” residents. It is possible that some income-eligibility requirements could be modified or waived in order to provide assistance to moderate income households that are severely affected, or to assist when public safety and health are at risk. King County OEM, under the direction of the Executive, will coordinate and assist with the application for state and federal funds.

There will be a need to seek community and private funds that can assist with the inevitable gaps in public funding. Insofar as feasible, DCHS will work with other agencies to encourage pre-disaster commitments from foundations, lending institutions, and other community-based funding groups. It is recommended that one agency, with public oversight, be designated to receive and to coordinate the distribution of private donations intended to assist with post-disaster needs.

#### Cost Estimate for a Low-Level Disaster Scenario

Without knowing the scale of a disaster’s actual effect on housing, there is no way to estimate how many households would actually need interim housing, or what the costs would be. However, as an example, a “low-level” disaster that doesn’t trigger a FEMA response, might initially affect 1000 households (e.g. loss of access or utilities). Of these, 400 cannot return to their homes within 24 hours (will need to stay with friends or relatives, or will require temporary shelter). We will assume that 150 cannot return to their homes within two to four weeks. There is a high probability that certain parts of the County may be affected more than others, so a commitment to mutual aid will be important.

There will be an early need for inspection and assessment of damage to homes to determine if they are safe for residents to live in, or to enter temporarily to get personal belongings or furnishings. Following this initial assessment, there will be a need for repair estimates, completion of repairs to homes, or replacement of homes in the most severe cases.

The costs of rental assistance, housing assessment, repair, and rehabilitation are significant. Assuming that there is no Presidential Declaration of a Major Disaster which triggers FEMA funds<sup>2</sup>, and assuming the scenario above, 400 households would need some form of rapid housing assessment, 150 households of those households would need assistance in finding, and perhaps paying for interim housing, and of these, 90 owner-households would need repair and rehabilitation of their homes.

<b>Estimated Costs for a Low-level Disaster Affecting Housing</b>							
Number of Households	Market Cost of Rent / Month (2 BR apt)*	Average Duration in Months	Total Cost of Rent for 150 HH	Initial Damage Assessment per home	Total Cost of Damage Assessment	Average Cost of Home Repair / Rehab	Total Cost for All Affected HH
400				\$200	\$80,000		\$80,000
150	1200	3	\$ 540,000				\$540,000
90						\$30,000	\$2,700,000
Total for Basic Housing Needs and Repair							\$3,320,000
* Note that this does not include move-in costs and deposits, transportation, or furnishings. This assumes that these costs might be reduced or donated, with households bearing any remaining costs.							

<sup>2</sup> Or triggers the availability of other funds such as Community Development Block Grant (CDBG) disaster funding, which the County could apply for on behalf of the Consortium.

In the case of a “mid-level” disaster initially displacing around 800 households, with 300 households needing interim housing, and 180 needing significant housing repair, the cost would be double that in the above table, or about \$6.6 million.

It is likely 1) that insurance will cover some of the repair and rehabilitation costs for homes; 2) that higher income households could bear some of the above costs; and 3) that renter households could divert rental costs from their damaged housing to new rentals. Assuming that half of the estimated costs could be met by the affected households or by insurance, there would still be a need for around \$1.7 to \$3.3 million in community resources for these low to mid-level disaster scenarios.

As mentioned above, most public monies at the state and local levels are constrained by the requirement that they be used for low-income (usually 50% AMI or below) or vulnerable populations. This means that there could be a significant gap in assistance for moderate income households who are severely affected.

Because there is a significant percent of King County’s population that speaks English “less than very well”, there will be a need for interpreters to adequately provide housing assistance and related services to some residents.

Special needs, elderly, and other vulnerable households will also need particular assistance if they are displaced from their current residences.

## **VII. REFERENCES**

- RCW 38.52
- Washington State CEMP
- King County CEMP, ESF 6 – Mass Care, Emergency Services, Housing and Human Services
- King County CEMP, ESF 14-Long Term Community Recovery and Mitigation
- National Response Framework

## **VIII. TERMS & DEFINITIONS**

See Appendix 1, Definitions and Appendix